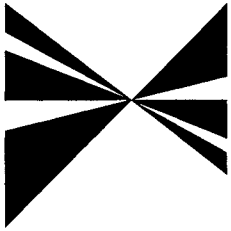


SOUTHERN CALIFORNIA



**ASSOCIATION of
GOVERNMENTS**

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Flickinger, Moreno Valley • Ron Loveridge,
Riverside • Greg Pettis, Cathedral City • Ron
Roberts, Temecula

San Bernardino County: Gary Ovitt, San
Bernardino County • Lawrence Dale, Barstow •
Paul Eaton, Montclair • Lee Ann Garcia, Grand
Terrace • Tim Jasper, Town of Apple Valley • Larry
McCallon, Highland • Deborah Robertson, Rialto
• Alan Wapner, Ontario

Ventura County: Judy Mikels, Ventura County •
Glen Becerra, Simi Valley • Carl Morehouse, San
Buenaventura • Toni Young, Port Hueneme

Orange County Transportation Authority: Lou
Correa, County of Orange

Riverside County Transportation Commission:
Robin Lowe, Hemet

Ventura County Transportation Commission:
Keith Millhouse, Moorpark

No. 469 MEETING OF THE

REGIONAL COUNCIL

PLEASE NOTE CHANGE IN TIME

Thursday, December 1, 2005

12:00 Noon – 1:30 p.m.

SCAG Offices

818 W. 7th Street, 12th Floor
San Bernardino Conference Room A & B
Los Angeles, California 90017
213.236.1800

Agendas and Minutes for the
Regional Council are also available at
www.scag.ca.gov/committees/rc.htm

If members of the public wish to review the attachments
or have any questions on any of the agenda items,
please contact Shelia Stewart at 213.236.1868 or
stewart@scag.ca.gov.

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REGIONAL COUNCIL

AGENDA

PAGE #

TIME

“Any item listed on the agenda (action or information) may be acted upon at the discretion of the committee”

Meeting Focus: RHNA and “House Your Own”

1.0 CALL TO ORDER & PLEDGE OF ALLEGIANCE Hon. Toni Young
President

2.0 INSPIRATIONAL MESSAGE

3.0 PUBLIC COMMENT PERIOD – Members of the public desiring to speak on items on the agenda, or items not on the agenda, but within the purview of the Council, must fill out and present a speaker’s card to the Executive Assistant prior to speaking. A speaker’s card must be turned in before the meeting is called to order. Comments will be limited to three minutes. The President may limit the total time for all comments to twenty minutes.

4.0 CONSENT CALENDAR

4.1 Approval Items

4.1.1 Minutes of November 3, 2005 Attachment 01

4.1.2 Authorization to Contribute Funds to conclude HDR Issue Attachment 07

4.1.3 Payment of Expenditures not Payable from Direct Projects or Indirect Funds Attachment 08

4.1.4 Contracts over \$250,000 Attachment 12

4.1.5 Adopt Resolution to apply for FEMA Grant for a Multi-Jurisdictional, Multi-Hazard Disaster Mitigation Plan (Administration) Attachment 17

- (The parenthetical denotes items that have been considered by the listed committee)

RC Agenda – Dec 1, 05
DOCS# 115837



REGIONAL COUNCIL

AGENDA

	PAGE #	TIME
<u>Approval Items – Cont'd</u>		
4.1.6 <u>Amendment of the Fulbright & Jaworski Contract Attachment</u>	21	
4.2 <u>Receive & File</u>		
4.2.1 <u>Purchase Orders/ Contracts between \$5,000 - \$250,000 Attachment</u>	22	
4.2.2 <u>Monthly Financial Report Attachment (Administration)</u>	28	
4.2.3 <u>Merit Pay Program Status Report Attachment</u>	37	
4.2.4 <u>Deferred Compensation Status Report Attachment</u>	40	
4.2.5 <u>2001 Classification Study Final Report Staff Turnover Statistics Attachment</u>	42	
5.0 <u>PRESIDENT'S REPORT</u>		
5.1 <u>Appointments</u>		
6.0 <u>EXECUTIVE DIRECTOR'S REPORT</u>		
7.0 <u>ACTION ITEMS</u>		
7.1 <u>2006 Legislative Activities</u>		
7.1.1 <u>Lobbyist Report Outlook for next legislative Year</u>	C2 Group Paul Bauer	
7.1.2 <u>2006 State & Federal Legislative Program Attachment</u>	Don Rhodes Mgr. Gov Affairs	46
Recommended Action: Approve		



REGIONAL COUNCIL

AGENDA

		PAGE #	TIME
7.2	<u>Executive Committee Report</u>	President Young Chair	
7.2.1	<u>Proposed Bylaws Amendment Attachment</u>	61	
	Recommended Action: Approve amendments and forward to the General Assembly for consideration .		
7.3	<u>Administration Committee Report</u>	Hon. Sid Tyler Chair	
7.4	<u>Transportation & Communications Committee Report</u>	Hon. Harry Baldwin, Chair	
7.5	<u>Energy & Environment Committee Report</u>	Hon. Dennis Washburn, Chair	
7.5.1	<u>Energy Working Group Attachment</u>	70	
	Recommended Action: Approve formation of an Energy Working Group to assist staff in the development of the Energy Chapter of the RCP.		
7.6	<u>Community, Economic & Human Development Committee Report</u>	Hon. Deborah Robertson, Chair	
7.6.1	<u>RHNA and “House Your Own” Planning Attachment</u>	72	
	Recommended Action: Pursue an alternative approach to RHNA which allows greater consistency between the forecast the region prepares for the RTP and the housing need input from local government		



REGIONAL COUNCIL

AGENDA

			PAGE #	TIME
7.7	<u>Communications & Membership Subcommittee</u>	Hon. Glen Becerra, Chair		
8.0	<u>INFORMATION ITEMS</u>			
8.1	<u>Presentation by State Office of Emergency Services Attachment</u>	Steve Sellers Regional Administrator, OES	74	
9.0	<u>LEGAL COUNSEL REPORT</u>			

A closed session will be held only if necessary to report significant developments or to take required actions.

9.1 Closed Session

- Writ of Mandate re: Board of Control Decision on, Statutes 1980 Ch. 1143 Claim No. 3929 Before the Commission on State Mandates (RHNA Determination Cost Reimbursement- Council of Governments). Code Section Conference with Legal Counsel pursuant to Government 54956.9 Pending Litigation (one potential case).
- Conference with Legal Counsel – potential litigation Audit issues: San Gabriel Valley Council of Governments and Orange County Council of Governments. Significant Exposure to litigation pursuant to Section 54956.9(b) Two (2) potential cases.
- Havens v. SCAG
Havens v. Southern California Association of Governments, Los Angeles County, Case No. BC 324931
Conference with Legal Counsel re: pending litigation Pursuant to Government Code section §54956.9(a)



REGIONAL COUNCIL

AGENDA

PAGE #

TIME

10.0 FUTURE AGENDA ITEMS

Any committee member desiring to place items on a future agenda may make such request. Comments should be limited to three minutes.

11.0 ANNOUNCEMENTS

The E Region (NARC) Newsletter was emailed to all members. The Los Angeles Division of the League of California Cities will hold its monthly meeting tonight. Contact Councilmember Washburn for more info.

12.0 ADJOURNMENT

The next meeting will be held at SCAG offices Thursday, January 5, 2006.

SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS

November 3, 2005

Minutes

THE FOLLOWING MINUTES ARE A SUMMARY OF ACTIONS TAKEN BY THE REGIONAL COUNCIL. AUDIO CASSETTE TAPE OF THE ACTUAL MEETING IS AVAILABLE FOR LISTENING IN SCAG'S OFFICE.

The Regional Council of the Southern California Association of Governments held its meeting at SCAG offices downtown Los Angeles. The meeting was called to order by the President Toni Young, Councilmember, City of Port Hueneme. There was a quorum.

Members Present

Councilmember Toni Young, Port Hueneme, President	District 45
Supervisor Yvonne Burke, 1 st Vice President, Los Angeles County	
Supervisor Gary Ovitt, 2 nd Vice President, San Bernardino County	
Supervisor Judy Mikels, Ventura County	
Supervisor Jeff Stone, Riverside County	
Supervisor Chris Norby, Orange County	
Supervisor Victor Carrillo, Imperial Valley	
Mayor Pro Tem Ron Roberts, Temecula, Immediate Past President	District 5
Councilmember Jon Edney, El Centro	District 1
Councilmember Greg Pettis, Cathedral City	District 2
Councilmember Bonnie Flickinger, Moreno Valley	District 3
Councilmember Deborah Robertson, Rialto	District 8
Councilmember Paul Eaton, Montclair	District 9
Councilmember Alan Wapner, Ontario	District 10
Mayor Lawrence Dale, Barstow	District 11
Councilmember Cathryn De Young, Laguna Niguel	District 12
Councilmember Richard Dixon, Lake Forest	District 13
Councilmember Tod Ridgeway, Newport Beach	District 14
Councilmember Lou Bone, Tustin	District 17
Councilmember Christine Barnes, La Palma	District 18
Councilmember Marilyn Poe, Los Alamitos	District 20
Councilmember Art Brown, Buena Park	District 21
Mayor John Bauman, Brea	District 22
Councilmember Paul Bowlen, Cerritos	District 23
Councilmember Gene Daniels, Paramount	District 24
Councilmember David Gafin, Downey	District 25
Councilmember Frank Gurule, Cudahy	District 27
Councilmember Judy Dunlap, Inglewood	District 28
Councilmember Rae Gabelich, Long Beach	District 29
Councilmember Tonia Reyes-Uranga, Long Beach	District 30
Councilmember Stan Carroll, La Habra Heights	District 31
Councilmember Margaret Clark, Rosemead	District 32

Councilmember Paul Talbot, Alhambra	District 34
Councilmember Sid Tyler, Pasadena	District 36
Councilmember Harry Baldwin, San Gabriel	District 35
Councilmember Tom Sykes, Walnut	District 37
Councilmember Paula Lantz, Pomona	District 38
Councilmember Paul Nowatka, Torrance	District 39
Councilmember Jim Aldinger, Manhattan Beach	District 40
Councilmember Pam O'Connor, Santa Monica	District 41
Councilmember Mike Dispenza, Palmdale	District 43
Councilmember Dennis Washburn, Calabasas	District 44
Councilmember Glen Becerra, Simi Valley	District 46
Councilmember Carl Morehouse, San Buenaventura	District 47
Councilmember Dennis Zine, Los Angeles	District 50
Councilmember Thomas Buckley, Lake Elsinore	District 63
Councilmember Debbie Cook, Huntington Beach	District 64
Councilmember Tim Jasper, Apple Valley	District 65
Supervisor Lou Correa, Orange County	OCTA
Councilmember Robin Lowe, Hemet	RCTC
Councilmember Keith Millhouse, Moorpark	VCTC

Members Not Present

Supervisor Zev Yaroslavsky, LA County	
Mayor Ron Loveridge, Riverside	District 4
Councilmember Lee Ann Garcia, Grand Terrace	District 6
Mayor Larry McCallon, Highland	District 7
Councilmember Richard Chavez, Anaheim	District 19
Councilmember Isadore Hall, Compton	District 26
Councilmember Keith Hanks, Azusa	District 33
Councilmember Todd Campbell, Burbank	District 42
Councilmember Ed Reyes, Los Angeles	District 48
Councilmember Wendy Greuel, Los Angeles	District 49
Councilmember Tom LaBonge, Los Angeles	District 51
Councilmember Jack Weiss, Los Angeles	District 52
Councilmember Tony Cardenas, Los Angeles	District 53
Councilmember Alex Padilla, Los Angeles	District 54
Councilmember Bernard Parks, Los Angeles	District 55
Councilmember Jan Perry, Los Angeles	District 56
Councilmember Bill Rosendahl, Los Angeles	District 58
Councilmember Greig Smith, Los Angeles	District 59
Councilmember Eric Garcetti, Los Angeles	District 60
Councilmember Janice Hahn, Los Angeles	District 62
Mayor Antonio Villariagosa, Los Angeles	At-Large

Staff Present

Mark Pisano, Executive Director
Heather Copp, Chief Financial Officer
Karen Tachiki, Chief Counsel
Hasan Ikhata, Director, Planning & Policy
Keith Killough, Director, Information Services
Shelia Stewart, Executive Assistant

CALL TO ORDER & PLEDGE OF ALLEGIANCE

Led by Councilmember Young, President

PUBLIC COMMENT PERIOD

Don Kornreich, Citizen, presented comments in favor Maglev. He asked to the Regional Council to continue to review the Maglev project.

4.0 CONSENT CALENDAR

Item 4.1.5 was pulled for discussion. The remaining consent calendar items were MOVED (Mikels), SECONDED (Dixon) and UNANIMOUSLY APPROVED.

4.1 Approval Items

4.1.1 Minutes of October 10, 2005

4.1.2 CALCOG Funding Split Adjustment

4.1.3 Letter of Support for Environmental Justice Grant Application

4.1.4 Sponsorship for Faster Freight Cleaner Air 2006 and National Urban Freight Conference

4.1.6 5313(b) Grant Submittals

4.2 Receive & File

4.2.1 Purchase Orders/ Contracts between \$5,000 - \$250,000

There was a concern as to why there appears to be only one-bidder on a number of contracts received. Heather Copp, CFO, stated this is also a concern of staff because the outreach efforts has been increased. She reported that SCAG now have a new Bids-Management System in place. However additional solutions will be reviewed and discussed in detail by the Directors. President Young requested that an action plan be brought and placed on the consent calendar after the Director's evaluation.

4.2.2 Monthly Financial Report

Item pulled

4.1.5 OWP Amendment

The Regional Council was presented with the amendments. Heather Copp, gave a brief overview on the projects that were changed. After her report, Councilmember Tyler stated that the updated version of the amendments were approved by the Administration Committee.

It was MOVED (Tyler), SECONDED (Dixon) and UNANIMOUSLY APPROVED.

5.0 PRESIDENT'S REPORT

President Young welcomed RC members Victor Carrillo, Supervisor, Imperial Valley and Dennis Zine, Councilmember, Los Angeles.

5.1 Appointments

Regional Council to Policy Committees

To CEHD: Hon. Bernard Parks, City of Los Angeles

Subregional Representatives to Policy Committees

Orange County COG to CEHD: Hon. Cathy Green, Huntington Beach

5.2 NARC Award presented to Bev Perry

Supervisor Judy Mikels, 2nd VP, National Association of Regional Councils (NARC) presented an award to Bev Perry for her work and contributions on the Compass Project. Supervisor Mikels also announced that Mayor Ron Loveridge was presented with the Tom Bradley award.

5.3 Discussion of January 5, 2006 Meeting

Due to the holiday members were asked if there were any problems meeting on their regularly schedule meeting day in January. There were no concerns. The next meeting will be held on its regularly scheduled day, Thursday, January 5, 2005.

6.0 EXECUTIVE DIRECTOR'S REPORT

No report was presented at this time.

7.0 ACTION ITEMS

7.1 Energy & Environment Committee (EEC) Report

7.1.1 Malibu Creek Watershed: Added Regulation without Comprehensive Planning

It was MOVED (Washburn), SECONDED (Mikels) and UNANIMOUSLY APPROVED.

7.1.2 Resolution 05-468-1 Supporting the Matilija Dam Restoration Project

It was MOVED (Washburn), SECONDED (Morehouse) and UNANIMOUSLY APPROVED to waive reading and approved the resolution support the Matilija Dam Restoration.

7.4 **Community, Economic & Housing Development Committee Report**

7.4.1 Regional Comprehensive Plan (RCP) Expanded Approach

Among the recommendations in the Compass Growth Vision/2% Strategy is that the California Environmental Quality Act (CEQA) should be streamlined for the purpose of facilitating key, strategic development envisioned by the region. Current discussions at the State level on potential reforms to CEQA present SCAG with an opportunity to pursue this portion of 2% Strategy implementation. The report presented in the agenda describes, SCAG's objectives for any potential CEQA streamlining legislation, and the various options that are currently under consideration.

Councilmember Robertson, chair stated that the CEHD recommended expanding the approach for the RCP to include the following activities: 1) Develop plan outcomes; 2) Coordinate with the state and regional plans affecting rural infrastructure and environment in the region; 3) Develop a regional mitigation program; and 4) Propose funding and other incentives mechanisms to support at the local level.

It was MOVED (Robertson), SECONDED (Poe) and UNANIMOUSLY APPROVED.

8.0 **INFORMATION ITEMS**

8.1 Highlights of the Draft 2005 State Of the Region Report

Ping Chang, Lead Planner, gave a slide presentation. He stated that since 1998, SCAG has published a State of the Region report every year. The report has been prepared under the guidance of the Benchmarks Task Force. The State of the Region reports annually on a series of indicators about the region's performance. A primary objective is to assist members of the Regional Council as they determine how the region is doing in meeting the goals in the RCP. Information on the region's performance has also been widely disseminated to assist public officials, business and community leaders in developing appropriate strategies to improve our communities.

The Regional Council felt that the State of the Region was an excellent report, and the information within the report provides the opportunity to show just what

SCAG is doing. Because of the aforementioned, there was a consensus of the members that future presentations on the State of the Region be given by the SCAG President.

9.0 FUTURE AGENDA ITEMS

There were no items requested.

10.0 LEGAL COUNSEL REPORT

A closed session will be held only if necessary to report significant developments or to take required actions.

10.1 Closed Session

- Writ of Mandate re: Board of Control Decision on, Statutes 1980 Ch. 1143 Claim No. 3929 Before the Commission on State Mandates (RHNA Determination Cost Reimbursement- Council of Governments). Code Section Conference with Legal Counsel pursuant to Government 54956.9 Pending Litigation (one potential case).

No close session was held.

- Conference with Legal Counsel – potential litigation Audit issues: San Gabriel Valley Council of Governments and Orange County Council of Governments. Significant Exposure to litigation pursuant to Section 54956.9(b) Two (2) potential cases.

The General Counsel report was accepted and instructions were given by the Regional Council.

- Havens v. SCAG
Havens v. Southern California Association of Governments, Los Angeles County, Case No. BC 324931
Conference with Legal Counsel re: pending litigation
Pursuant to Government Code section §54956.9(a)

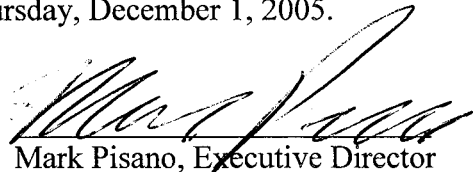
No closed session was held.

11.0 ANNOUNCEMENTS

There were no announcements at this time.

12.0 ADJOURNMENT

The next meeting will be held at SCAG offices Thursday, December 1, 2005.



Mark Pisano, Executive Director

000006

REPORT

DATE: December 1, 2005
TO: Regional council, Administration Committee
FROM: Heather Copp, CFO (213) 236-1804 copp@scag.ca.gov
SUBJECT: Authorize payment from General Fund to conclude HDR matter

EXECUTIVE DIRECTOR'S APPROVAL:



RECOMMENDED ACTION: Authorize payment of \$62,017 from general fund to conclude HDR matter.

SUMMARY: This payment, from funds budgeted for this purpose in the general fund, will end a disagreement with Caltrans regarding a contract awarded in 1996.

BACKGROUND: In 2003 Caltrans disallowed payments made to a contractor (HDR) for a study performed on behalf on RCTC and SANABG. The amount disallowed was \$947,793. SCAG disputed the Caltrans decision and has been negotiating with Caltrans and the federal Department of Transportation for positive resolution of the issue.

Ultimately, SCAG was successful in obtaining a federal appropriation to resolve the issue. This appropriation will be transferred to the state for a transportation project, effectively repaying the state the amount of the disputed disallowance.

However, when such funds are distributed, a small amount is taken 'off the top' to pay for non-project costs. In addition, the state is due interest for the period of time since the disallowed funds were spent. SCAG and Caltrans have collaborated on, and agreed to, the calculation of these two factors. The calculation requires SCAG to pay the state \$62,017. Once paid, this will bring an end to this matter.

FISCAL IMPACT: The approval of this item will require a payment from the General Fund. However, funds were budgeted for this purpose in the current year's General Fund budget under 'Contributions to Projects'.

Docs 116031

REPORT

DATE: December 1, 2005

TO: Administration Committee and Regional Council

FROM: Heather Copp, (213) 236-1804, copp@scag.ca.gov *HC*

SUBJECT: Payment of Expenditures not payable from Direct Project or Indirect Funds

EXECUTIVE DIRECTOR'S APPROVAL:



RECOMMENDED ACTION:

Approve payment of expenditures from General Fund.

SUMMARY:

Expenditures have occurred that are not eligible for federal reimbursement. We are requesting that the Administration Committee and Regional Council approve the payment of these expenditures out of the general fund.

BACKGROUND:

There are three situations that have occurred which require use of General Funds. They are:

- An invoice for services performed by Ilium Strategic Marketing Design for FY 04/05 was recently discovered. This invoice was received prior to the end of the fiscal year, but was just recently found. Instead of the invoice being addressed to Accounting, it was addressed to the Project Manager. The Project Manager due to an illness had not been at work for some time and the invoice was not discovered until recently. Since the Fiscal Year has ended and the books have been closed, we cannot request federal aid reimbursement. The amount of the invoice is \$4,145.69.
- A temporary worker under contract with a temporary employment service was asked by a SCAG manager to attend a GIS user conference in San Diego. The SCAG manager was not aware that travel was not part of SCAG's contract with the temporary employment agency. Because it was not part of the contract, the temporary worker cannot be reimbursed with federal funds. The amount of the expenditure is \$426.06.
- SCAG was hosting a Coro fellow. While working at SCAG, the Coro fellow was asked to attend the Southwest Compact meeting in El Centro, California. Because this person is not an employee of SCAG, we cannot utilize federal funds. The amount of the expenditure is \$153.22.

FISCAL IMPACT: *HC*

The total fiscal impact to the General fund from these expenditures is \$4,724.97. Funding is available from the contribution to projects line item in the General Fund budget. Please see attached.

FY 2005/06 General Fund Expenses

WBS GL #	Description	Details	FY 2005/06 Department Requests
06-800	General Fund		
54300	SCAG Consultant	Mark Pisano – RC Briefings	200
		Various local meetings	300
		Legislative Program	1,500
		Capitol WebWorks	400
		C2 Group	200,000
		Bauer Government Relations	80,000
		LA Metro ASPA	30
		Holiday Cards	550
		Miscellaneous Other	10,000
		Total	282,130
55600	SCAG Memberships	CALCOG membership & lobbying	7,283
		CALCOG membership & lobbying	300
		Intermodal Association & lobbying	20
		California Trucking Association & lobbying	30
		NARC Lobbying portion (20%)	4,800
		Coalition for America's Gateway and Trade Corridors	10,000
		US/Mex Border Counties Coalition	1,000
		Total	23,433
55910	RC / Committee Meetings	Expenses related to RC meetings	20,000
55912	RC Retreat	RC Retreat	15,000
55914	General Assembly	Annual General Assembly	15,000
55920	Other Meeting Expenses	Deposits and supplies	20,000
55930	Miscellaneous Other	Miscellaneous Other	9,500
55940	Stipend – RC Meeting	RC Stipends	140,000
58100	Travel	RC members travel	13,500
		6 lobbying trips to Washington DC	9,000
		6 lobbying trips to Sacramento	1,800
		12 trips to CALCOG	6,000
		3 trips by Gov't Affairs Analyst	4,500
		3 trips by Sr. Gov't Affairs Analyst	4,500
		Total	39,300
58200	Travel Registration	Registration fees for RC members	3,000
	Staff Lodging Expense		5,000

000009

FY 2005/06 General Fund Expenses

WBS GL #	Description	Details	FY 2005/06 Department Requests
58600	NARC Board Expense	NARC Board Expense	3,000
58700	RC Approved Costs	Southern California Leadership Network	12,500
		Other Expenses	5,500
			18,000
	Sponsorships	Calif Congressional Delegation	5,800
		Transportation Reception	
		Sacramento Legislative Briefing	7,000
		Annual Bi-State Transportation	300
		Technical Meeting for simultaneous translation	
		Miscellaneous Other sponsorships	45,000
		HUD Housing Summit	5,000
		2006 National Engineer's Week	2,500
		Future City Competition	
		Miscellaneous Other sponsorships	7,500
		Sub-Total - Government Affairs	28,100
		Economic Forecast Conference	10,000
		National Goods Movement Conference	10,000
		Clean Air and Environmental	5,000
		So California Leadership Graduation	3,000
		Urbanizing, Growth Vision & Housing	10,000
		UCLA Lake Arrowhead Conference	10,000
		Sub-Total - Programming & Policy	48,000
		Total	76,100
	Training (Board Leadership)	Per Management	25,000
9000	Staff Time (burdened)		50,000
1400	Capital Outlay	See Attached IT Schedule	44,000
55970	Interest on Bank Line of Credit	Finance staff estimate	100,000
55972	Fees paid to Caltrans	Finance staff estimate	1,000
54340	Legal Fees - Litigation	This line item is to provide for General Counsel and other outside counsel services such as litigation involving the state or federal governments, specialized legislative work and work involving contract matters such as TransStar related matters.	200,000

FY 2005/06 General Fund Expenses

WBS GL #	Description	Details	FY 2005/06 Department Requests
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XXXXX Contributions to Projects / Reserve

285,203

Total: 1,374,666

REPORT

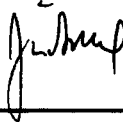
DATE: November 10, 2005

TO: Administration Committee
Regional Council

FROM: Heather Copp, CFO (213) 236-1804
Email: copp@scag.ca.gov

SUBJECT: Approval of Contracts Over \$250,000

EXECUTIVE DIRECTOR'S APPROVAL



RECOMMENDED ACTION:

Approve Contracts

SUMMARY:

- Environmental Science Associates NTE \$698,945

FISCAL IMPACT:

The Work Element is listed on the detail page for the contract. Included is the Work Element and category of funding, for example FHWA, FTA, indirect.

If a member believes or has a reason to believe that he or she has a financial interest in any of the firms listed on this Report, the member should consult with SCAG legal counsel.

CONSULTANT CONTRACT

Consultant: Environmental Science Associates (ESA)

Scope: As the officially designated Metropolitan Planning Organization (MPO) for the six-county region in southern California, SCAG has a number of formal authorities and responsibilities including conducting a comprehensive transportation planning process that results in a Regional Transportation Plan (RTP) and a Regional Transportation Improvement Plan (RTIP). Together, these documents serve as the legal basis for transportation decision-making in the region. The SCAG region is also responsible for developing demographic projections and integrated land use, housing, employment, and transportation programs as well as determining that transportation projects, plans, and programs in southern California conform to federal air quality requirements.

SCAG is also developing a Regional Comprehensive Plan (RCP), which promotes policy objectives of the Regional Council, fulfills and implements the new organizational Strategic Plan, and serves to assist outside parties in implementing regional plans. The RCP is an extension of SCAG's other on-going planning efforts, notably, RTP along with the RTP Environmental Impact Report, RTIP, Southern California Compass, and SCAG's air quality planning responsibilities.

The purpose of this contract is to prepare the required environmental documentation for two major regional planning efforts and additional air quality evaluations. Specifically, the outcome will be an Environmental Impact Report (EIR) for the RTP and RCP that adheres to all applicable requirements of the California Environmental Quality Act (CEQA) and the CEQA Guidelines and, be legally defensible, useful, objective, and comprehensive.

The EIR process will allow for a cohesive evaluation of interrelated programs with similar foundations – regional policies and actions, growth projections of population, housing, and employment, Growth Visioning/2% Strategy urban form, and transportation and other supporting infrastructure systems.

The RTP/RCP EIR will provide a region-wide assessment of the potential significant environmental effects of implementing the projects, programs, and policies included in the proposed RTP and RCP. The EIR consultant will evaluate regional-scale impacts and propose effective and feasible mitigation measures. In addition to regional-scale analyses, the consultant will conduct a representative sample of localized air quality impacts from the goods movement system. Furthermore, the consultant will assist SCAG staff in

developing and refining the alternatives to ensure that there is a reasonable range of alternatives that minimize environmental impacts.

Contract Amount:	Total not to exceed	\$698,945
	ESA (Prime)	\$441,326
	Archaeological Resource Manag. Corp. (subcontractor)	\$5,000
	Meyer Mohaddes Associates (subcontractor)	\$48,061
	Ninyo & Moore (subcontractor)	\$5,000
	Sierra Research (subcontractor)	\$124,234
	Terry A. Hayes Associates (subcontractor)	\$75,324

Contract Period: January 5, 2006 through June 30, 2008

Work Element:	06-020.SCGC1	\$220,270	Funding Sources: Consolidated Planning Grant, FTA
	06-020.SCGC1	\$28,675	Funding Source: TDA
	06-025.SCGC1	\$100,000	Funding Source: TDA
	06-020.SCGC1.2	\$350,000	Funding Source: To be determined

Request for Proposal: SCAG staff mailed postcards to 142 pre-qualified firms on SCAG's bidders list to notify them of the release of RFP No. 06-035. The RFP was posted on the American Planning Association's website, the Lawley Publications website, and was also posted on SCAG's website. There was one respondent to the Request for Proposal.

Environmental Science Associates (5 subcontractors) \$698,945

Selection Process: The Proposal Review Committee (PRC) evaluated the proposal in accordance with the criteria set forth in the RFP, and the selection process was conducted in a manner consistent with all applicable Federal and State contracting regulations. Interviews were held with the offeror.

The PRC was comprised of the following individuals:

David Sosa, Chief, Regional Planning Branch, Caltrans Dist. 7
 Margaret Moore Sohagi, Attorney, Fox & Sohagi (CEQA Expert)
 Rich Macias, Manager, Transportation Division, SCAG
 Sylvia Patsaouras, Manager, Environmental Division, SCAG
 Ted Harris, Air Quality Program Manager, SCAG

Basis for Selection:

The PRC unanimously recommends awarding the contract to the ESA consultant team. The SCAG region will benefit from ESA's extensive CEQA and air quality experience. Their combined expertise will provide environmental documentation that maximizes the utility of the RTP/RCP EIR and assesses and mitigates regional-level impacts for new or modified projects and policies in the RTP and RCP, respectively.

ESA correctly identified that the CEQA technical approach for the RTP/RCP EIR must provide a truly comprehensive analysis of the impacts of regional land use and transportation policies. ESA understands that the upcoming RTP/RCP EIR will provide further data on the implications of different types of growth, inclusive of the 2 % Strategy. The analyses will allow staff and decision-makers to frame regional land use and transportation policies to undertake a rational approach to regional planning that takes into account environmental impacts.

The proposal was responsive to SCAG's need to conduct more detailed air quality analyses of impacts associated with goods movement in the SCAG region. With the growing importance of the Ports to the regional and national economy, a more detailed understanding of the impacts of goods movement is necessary. ESA recognized that this means a more comprehensive analysis of trucks, trains and ships than has previously been undertaken in the RTP EIR. In response, they have assembled a team that includes Sierra Research and Meyer Mohaddes Associates. These firms have conducted research on key areas of cancer risk impacts from freeway segments and traffic and truck forecasting for the San Bernardino Associated Governments, including a potential intermodal "inland port" facility.

ESA demonstrated a superior understanding of the need for integrating consultant staff into agency operations including key individuals within ESA. Furthermore, the ESA team's familiarity with SCAG's administrative and policy processes proved essential to making a cost-effective bid that matched the needs of the organization.

Although the ESA team submitted the only proposal, they presented a very strong proposal that was responsive to the RFP, demonstrated a clear understanding of the process and the issues involved, and provided a clear approach to successful delivery of the project. In addition, ESA included in the team other consultants who participated in the pre-bid conference. Based on the proposal review and the interview, the PRC gave ESA a high average rating of 87 out of a possible 100.

ESA is a prominent environmental consulting firm throughout the nation. Over the past 36 years, ESA has assisted thousands of clients in complying with the requirements associated with environmental laws. ESA is familiar with federal and state statutes, regulations and case law, which provides them with a comprehensive understanding of environmental compliance and reporting processes. This understanding will yield a legally defensible analysis and documentation that benefits project planning and implementation in the SCAG region.

REPORT

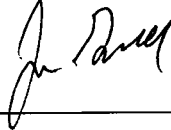
DATE: December 1, 2005

TO: Administration and Regional Council

FROM: Heather Copp, Chief Financial Officer
213-236-1804 copp@scag.ca.gov

SUBJECT: FEMA Pre-Disaster Mitigation Grant Application: Southern California Multi-Jurisdictional, Multi-Hazard Mitigation Planning Grant

EXECUTIVE DIRECTOR'S APPROVAL:



RECOMMENDED ACTION:

Adopt Resolution # 05-469-1 authorizing SCAG to apply for and accept FEMA Grant funds and amend the SCAG Overall Work Plan (OWP).

SUMMARY:

Staff seeks approval to apply for up to \$ 1,000,000 in FEMA grant funds, which are awarded to States and local governments through a nationwide, competitive process for pre-disaster mitigation planning activities with a performance period of up to three years. Pursuant to FEMA regulations, multi-jurisdictional grants are awarded in recognition of the fact that many mitigation issues are better resolved by evaluating hazards in a more comprehensive fashion. Our preliminary concept for the grant application is to focus on regional coordination of the many hazard mitigation plans and activities of the local jurisdictions within the SCAG region. The SCAG FEMA grant application will stress our commitment to communication and outreach with both the general public and local jurisdictions throughout our planning process.

BACKGROUND:

The Pre-Disaster Mitigation program was authorized by §203 of the Robert T. Safford Disaster Assistance and Emergency Relief Act, 42 U.S.C. 5133, to assist states and communities to implement a continuous pre-disaster natural hazard mitigation program to reduce overall risk to the population and structures, while also reducing reliance on Federal funding from actual disaster declarations. Between \$50 million and \$150 million is anticipated be available nationwide for FY 2006. States are eligible to apply for grant funds as applicants, with local governments eligible as sub-applicants. A FEMA approved hazard mitigation plan is required before a jurisdiction can apply for FEMA funds for mitigation projects.

The Governor's Office of Emergency Services (OES) administers the FEMA pre-disaster mitigation grant application process for sub-applicants in California and ranks all sub-applications prior to submittal to FEMA. SCAG successfully completed a required Notice of Intent (NOI) to apply for this FEMA grant. OES deemed SCAG eligible to apply for the grant and found that the development of a multi-jurisdictional, multi-hazard mitigation plan is an eligible activity under the grant program. The highest OES ranking will be awarded to plans that address multiple hazards, in multiple jurisdictions, and with the largest population in high hazards areas. Thirty-five percent of the FEMA national ranking is given to those sub-applications with the highest OES ranking. Applications are due to OES by December 23, 2005 utilizing FEMA's internet-based e-Grant application system. Awards are expected to be announced by the late Spring, 2006.

REPORT

FISCAL IMPACT:

SCAG will be required to provide a cash or in-kind match of 25% of the total project cost, to be financed with non-federal funds.

**RESOLUTION #05-469-1 OF THE SOUTHERN CALIFORNIA
ASSOCIATION OF GOVERNMENTS
TO APPROVE AND ADOPT A RESOLUTION TO APPLY FOR AND
ACCEPT FEMA PRE-DISASTER MITIGATION PLANNING GRANT
FUNDS**

WHEREAS, the Southern California Association of Governments (SCAG) is the Metropolitan Planning Organization (MPO) for six counties: Los Angeles, Orange, San Bernardino, Riverside, Ventura, and Imperial;

WHEREAS, the Pre-Disaster Mitigation program, administered by the Federal Emergency Management Agency (FEMA), was authorized by §203 of the Robert T. Safford Disaster Assistance and Emergency Relief Act, 42 U.S. C. 5133, to assist states and communities to implement a continuous, pre-disaster, natural hazard mitigation program to reduce overall risk to the population and structures, while also reducing reliance on Federal funding from actual disaster declarations;

WHEREAS, the Pre-Disaster Mitigation program will require at least a 25% cash or in-kind match financed with non-federal funds. SCAG intends to apply for up to \$1,000,000 in grant funds, which will require a 25% match, equaling \$333,333; and

WHEREAS, the Pre-Disaster Mitigation program is a voluntary, competitive grant program that includes multi-jurisdictional grants in recognition of the fact that many mitigation issues are better resolved by evaluating hazards in a more comprehensive fashion.

NOW, THEREFORE, BE IT RESOLVED by the Regional Council of the Southern California Association of Governments to authorize SCAG to apply for, accept and manage a Pre-Disaster Mitigation Planning Grant and to collaborate with other stakeholders in the grant program, and to implement the grant through the appropriate fiscal year OWP as amended.

BE IT FURTHER RESOLVED:

1. That the Regional Council approves and authorizes submittal of the grant and related documents for approval to FEMA, and if the grant is approved, include the Pre-Disaster Mitigation Planning Grant funds in the appropriate fiscal year OWP;
2. That SCAG pledges to secure cash or in-kind services, or both, for the matching funds necessary to receive Pre-Disaster Mitigation Planning Grant funds; and
3. That the SCAG Executive Director or in his absence, the Deputy Executive Director, is hereby designated and authorized by the Regional Council to execute all related agreements on behalf of the Regional Council for receipt of the Pre-Disaster Mitigation Planning Grant funds.

APPROVED AND ADOPTED by the unanimous vote of the Regional Council of the Southern California Association of Governments at a regular meeting this 1st day of December, 2005.

TONI YOUNG
President, SCAG
Councilmember, City of Port Hueneme

Mark Pisano
Executive Director

Karen Tachiki
Chief SCAG Legal Counsel

REPORT


DATE: November 17, 2005

TO: Administration Committee
and Regional Council

FROM: Karen Tachiki, Chief Counsel
Legal, Tachiki@scag.ca.gov; 213.236.1816

SUBJECT: Amendment of the Fulbright & Jaworski Contract

EXECUTIVE DIRECTOR'S APPROVAL:



RECOMMENDED ACTION:

Authorize amendment of the Fulbright & Jaworski contract for legal services to increase the maximum amount payable by \$100,000.

BACKGROUND:

The Regional Council previously retained the law firm of Fulbright & Jaworski and in particular authorized Colin Lennard to serve as the General Counsel for SCAG. Under the terms of the contract, the maximum amount payable is \$200,000 and attorney services are billed at the rate of \$255.00 per hour.

Due to unanticipated costs, including those associated with on-going issues arising out of audits, it is necessary to amend the contract to increase the maximum amount payable by \$100,000. All other terms and conditions of the agreement would remain the same and the Legal Services Subcommittee will continue to review the invoices.

FISCAL IMPACT:

These funds have been allocated in the FY 2005-2006 Budget for Legal Services and will be allocated as appropriate between the General Fund and Indirects.

MEMO

DATE: November 10, 2005

TO: Administration Committee
Regional Council

FROM: Heather Copp, CFO (213) 236-1804
Email: copp@scag.ca.gov

SUBJECT: Contracts and Purchase Orders between \$5,000 - \$250,000

SUMMARY:

SCAG executed the following Contracts between \$5,000 and \$250,000

- MIRALTO Management Consultants \$165,000.00
Government Organization Strategy and Operations
Funding Source: Indirect Overhead
- Caliper Corporation, Newton, Massachusetts \$ 50,000.00
Model Network Database Management System
Funding Source: TDA

SCAG executed the following Memorandum of Understanding (MOU)

- Orange County Transportation Authority \$62,000.00
Orange County Transit Planning College Intern Program
Funding Source: FTA Section 5313(b)

SCAG executed the following Purchase Orders between \$5,000 and \$250,000

- Aquent \$20,000.00
Temporary Staffing Services
Funding Source: Indirect Overhead
- Getty Images \$ 7,000.00
Stock Photography Images for State of the Region Report
Funding Source: FHWA
- Pace Lithographers, Inc. \$18,824.68
Printing of State of the Region Report
Funding Source: FHWA

CONSULTANT CONTRACTS

Consultants: MIRALTO Management Consultants

Scope: Engage a management consultant to assist SCAG leadership with defining and executing a course for long-term and comprehensive organizational and leadership development and improvement.

The project objectives are to:

1. Strengthen the coalition to lead and manage change.
2. Refine and communicate strategic direction and motivating performance.
3. Develop the organization to enable performance gains.

Contract Amount: **Total not to exceed** **\$165,000**

Contract Period: November 1, 2005 through June 30, 2009

Work Element:	06-830.SCGS9	\$55,000	Funding Sources: Indirect Overhead
	07-XXX.XXXX	\$55,000	Funding Sources: Indirect Overhead
	08-XXX.XXXX	\$55,000	Funding Sources: Indirect Overhead

Request for Proposal: SCAG staff mailed postcards to 64 consulting firms on SCAG's bidders list to notify them of the release of RFP No. 06-030. The RFP was also posted on SCAG's web site and advertised in the California State Contracts Register. One proposal was received from Miralto Management Consultants.

Selection Process: A pre-bid conference was held on August 2, 2005. Four interested parties participated in the conference, but only one proposed. The Proposal Review Committee (PRC) evaluated the proposal in accordance with the criteria set forth in the RFP, and the selection process was conducted in a manner consistent with all applicable Federal and State contracting regulations.

The PRC was comprised of the following individuals:

Debbie Dillon, Human Resources Manager/Project Manager, SCAG
George Nickle, Principal Human Resources Analyst, Metropolitan Water District of Southern California
James J. McCarthy, Chief, Regional Planning, District 7, CalTrans

Basis for Selection:

The proposal was scored by all three PRC members based on proposal information, organization, content, and technical proposal qualifications.

The respondent meets the criteria set forth in the requirements for the proposal. They bring a desirable mix of organizational development skills, extensive public sector improvement experience and regional knowledge to provide SCAG with expert guidance and support designing and delivering an integrated vision for comprehensive organizational and workforce improvement. The consultant team has extensive and impressive experience. Additionally, references were checked and all references provided very positive feedback about the consultant team's ability to meet the project objectives.

CONSULTANT CONTRACT

Consultant: Caliper Corporation

Scope: The purpose of this contract is to develop a state of the art network management system to assist in the development and maintenance of SCAG's numerous transportation networks. SCAG's Travel Demand Model networks are becoming more refined demanding significant staff time and resources to manage these files. SCAG requests and receives transportation projects as part of RTP and TIP from Subregions, local jurisdictions, and transportation commissions. These projects are then included into SCAG's modeling networks for analysis. For the 2004 RTP, over 100 network alternatives were developed and modeled. It is very time consuming to incorporate these projects into the networks that feed into the Regional Transportation Model. Equally important is to maintain consistency among numerous networks across various scenarios and forecasting years. This new network management system is geared towards the development of a master network that comprises all projects. User-friendly interfaces will be developed for adding/editing projects in the master file and for extracting various network scenarios.

Contract Amount:	Total not to exceed	\$50,000
	Caliper Corporation (prime)	\$45,000
	Eco & Associates (subcontractor)	\$5,000

Contract Period: January 1, 2006 through June 30, 2006

Work Element: 06-070.SCGC6 \$50,000 Funding Sources: TDA

Request for Proposal: SCAG staff mailed postcards to 80 pre-qualified firms on SCAG's bidders list to notify them of the release of RFP No. 06-036. The RFP was also posted on SCAG's website. Only one proposal was received in response to the solicitation:

Caliper Corporation (1 subcontractor) \$50,000

Selection Process: The Proposal Review Committee (PRC) evaluated the proposal in accordance with the criteria set forth in the RFP, and the selection process was conducted in a manner consistent with all applicable Federal and State contracting regulations. An interview was held with the offeror.

The PRC was comprised of the following individuals:

Chao Wei, Sr. Transportation Engineer, Caltrans District 7
Deng Bang Lee, Manager, Modeling Division, SCAG
Michael Ainsworth, Lead Modeling Analyst, SCAG
Richard Mader, Lead GIS Analyst, SCAG

Basis for Selection:

The PRC Committee recommends Caliper Corporation for the contract award because of the firm's unique qualifications to fulfill the requirements of the project. Caliper Corporation's proposal was determined to fulfill the requirements described in the RFP. All PRC members rated the Caliper Corporation proposal as very good.

SCAG's Regional Travel Demand Model is being implemented under the TransCad software platform. Caliper Corporation is the developer of TransCad Software and is clearly an expert in its application. Caliper Corporation has the knowledge and expertise necessary to build a network management tool to monitor, update, and report transportation projects. Over the past year, Caliper Corporation has developed a highway network with true shape points and transferred the link attributes from SCAG's existing stick network. Caliper Corporation's proposal and interview demonstrates their excellent knowledge of SCAG's Regional Modeling networks and a thorough understanding of the tasks required to design a master network. In addition, Caliper Corporation is in the final stages of completing a similar project to develop a network management system for an MPO in Texas. SCAG's network management system will be built using the software developed for the Texas application.

MEMORANDUM OF UNDERSTANDING (MOU)

Project: Orange County Transit Planning College Intern Program

Funding Partner(s): Orange County Transportation Authority (OCTA)

Funding Amount:

Total not to exceed	\$62,000
Grant Funds	\$50,000
Cash Local Match	\$ 5,000
In-Kind Match	\$ 7,000

MOU Period: November 7, 2005 through February 28, 2007

Purpose: The purpose of the project is to provide upperclassmen and post-graduate students the opportunity to gain meaningful work experience at one of the most progressive transit agencies in the nation.

The following project partners will be participating in this project because each has a special institute or college that is specific to transit:

The University of California, Irvine
California State University, Fullerton
California State University, Long Beach
California State Polytechnic University, Pomona

FTA Section 5313(b) grant funds will be used to pay for the interns salaries.

MEMO

DATE: November 11, 2005
TO: Administration Committee and Regional Council
FROM: Heather Copp, Chief Financial Officer *Agree For HC*
(213) 236-1804, copp@scag.ca.gov
RE: Monthly Report for October 2005

Information Only

Background: This report contains three attachments: (1) SCAG's budget and expenditure data as of October 31, 2005, (2) a listing of payables and receivables over forty five days old (3) FY 06-07 Comprehensive Budget Development Schedule.

Budget and Expenses: The SCAG Agency-Wide and General Fund financial reports are attached. This financial data is directly exported from the SAP system. The Agencywide report is all inclusive of the OWP, General Fund, Indirect Cost and Fringe Benefits. We have categorized the accounts in the Agency-Wide report to give you a 'Big Picture'. These categories are summarized below and detailed on the following pages.

Percent of year: 34%

Category	Budget	YTD Expends	Balance	Percent Spent
Staff	9,561,232	2,769,546	6,791,685	29%
Consultant	13,402,621	412,805	12,989,816	3%
Sub Regions	1,952,087	-	1,952,087	0%
Direct Costs	4,600,739	1,148,470	3,452,269	25%
Fringe Benefits	3,717,103	1,268,737	2,448,366	34%
Other	3,903,133	478,357	3,424,776	12%
Total	37,136,915	6,077,915	31,058,999	16%

October Highlights

- The CFO staff reviewed and recorded the first quarter federal in-kind match received from our regional providers.
- KPMG and the CFO staff prepared and reviewed drafts of the Annual Financial Reports for FY 05 with a goal to complete the reports in November.

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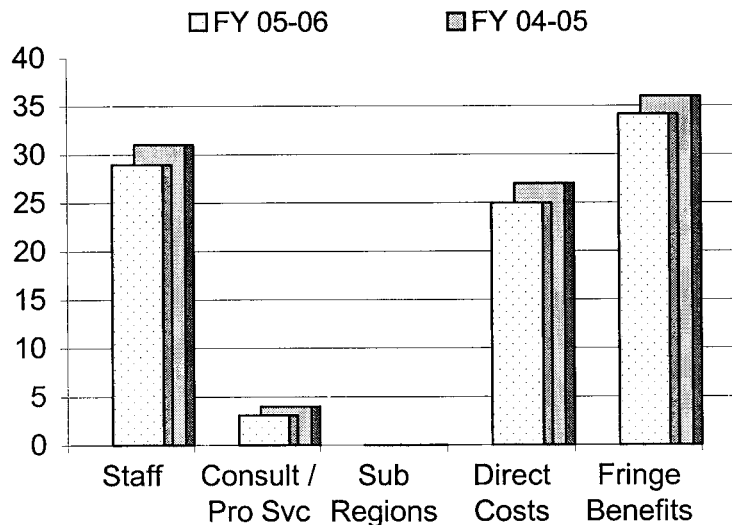
**Budget v. Actual and Encumbrances
Through October - 34% of Year**

	Yr to Date Expenditures				YTD Expenditures			
	Budget	Thru Oct	Balance	Pct of Bud	Encum- brances	Plus Encumbrs	Balance	Pct of Bud
Staff								
Salaries	9,322,838	2,677,087	6,645,750	29%	-	2,677,087	6,645,750	29%
Temporary Help	238,394	92,459	145,935	39%	198,368	290,826	(52,432)	122%
	9,561,232	2,769,546	6,791,685	29%	198,368	2,967,913	6,593,318	31%
Consultant / Professional Services								
SCAG Consultant	12,967,621	309,409	12,658,212	2%	7,140,369	7,449,778	5,517,843	57%
Legal Services	435,000	103,396	331,604	24%	175,037	278,433	156,568	64%
Professional Services	0	0	0	0%	-	0	0	0%
	13,402,621	412,805	12,989,816	3%	7,315,406	7,728,211	5,674,411	58%
Sub Regions								
Subregional Consultant	864,729	0	864,729	0%	478,665	478,665	386,064	55%
Subregional Staff Projects	1,087,358	0	1,087,358	0%	1,029,814	1,029,814	57,544	95%
	1,952,087	-	1,952,087	0%	1,508,479	1,508,479	443,608	77%
Direct Costs								
Internet Access Fees	3,000	449	2,551	15%	1,347	1,796	1,204	60%
Software Support	111,988	58,518	53,470	52%	44,754	103,272	8,716	92%
Hardware Support	29,825	9,662	20,163	32%	17,615	27,277	2,548	91%
Software Purchases	30,000	15,777	14,223	53%	10,245	26,022	3,978	87%
Office Rent - Main Office	1,188,411	380,157	808,254	32%	653,987	1,034,145	154,266	87%
Office Rent - Satellite Office	40,000	18,820	21,180	47%	17,527	36,347	3,653	91%
Equipment Leases	491,270	136,478	354,792	28%	279,869	416,347	74,923	85%
Equipment Repairs	82,640	3,254	79,386	4%	9,740	12,994	69,646	16%
Insurance	179,000	180,207	(1,207)	101%	-	180,207	(1,207)	101%
Payroll and Bank Process Fee	32,100	6,924	25,176	22%	-	6,924	25,176	22%
Office Supplies	110,000	21,791	88,209	20%	70,318	92,110	17,890	84%
Office Maintenance	-	-	-	0%	-	-	0	0%
Small Office Purchase	337,000	45,330	291,670	13%	317	45,647	291,353	14%
Telephone Charges	169,508	26,291	143,217	16%	377	26,668	142,840	16%
Postage and Delivery	80,000	17,806	62,194	22%	910	18,716	61,284	23%
SCAG Memberships	66,575	48,246	18,329	72%	25,400	73,646	(7,071)	111%
Professional Memberships	8,240	1,469	6,771	18%	401	1,870	6,370	23%
Resource Materials and Subs	39,350	8,672	30,678	22%	13,988	22,660	16,690	58%
Depreciation - Furniture	10,000	10,228	(228)	102%	-	10,228	(228)	102%
Depreciation - Computer	39,270	14,892	24,378	38%	-	14,892	24,378	38%
Capital Outlay	44,000	-	44,000	0%	-	0	44,000	0%
Recruitment Notices	24,450	7,404	17,046	30%	4,013	11,417	13,033	47%
Public Notices	15,900	3,216	12,684	20%	2,784	6,000	9,900	38%
Staff Training	132,396	12,268	120,128	9%	101,932	114,200	18,196	86%
RC & Committee Meetings	20,000	3,678	16,322	18%	8,089	11,767	8,233	59%
RC Retreat	15,000	-	15,000	0%	-	-	15,000	0%
RC General Assembly	15,000	-	15,000	0%	-	-	15,000	0%
Other Meeting Expense	33,500	775	32,725	2%	3,775	4,550	28,950	14%
Miscellaneous	238,965	11,834	227,131	5%	6,275	18,110	220,855	8%
RC Meeting Stipends	140,000	38,945	101,055	28%	-	38,945	101,055	28%
Letter of Credit Interest	100,000	0	100,000	0%	-	0	100,000	0%
Caltrans Rapid Pay Fees	1,000	375	625	38%	-	375	625	38%
Cash Contributions to Projects	285,632	436	285,196	0%	-	436	285,196	0%
Printing	140,913	1,720	139,193	1%	29,593	31,313	109,600	22%
Travel	220,806	31,473	189,333	14%	-	31,473	189,333	14%
Travel - Lod > Per Diem	5,000	546	4,454	11%	-	546	4,454	11%
Travel - Event Registration	22,900	9,147	13,753	40%	-	9,147	13,753	40%
AMPO Board Expense	0	-	0	0%	-	-	0	0%
NARC BOARD EXPENSE	3,000	-	3,000	0%	-	-	3,000	0%
RC Special Projects	18,000	9,682	8,318	54%	4,000	13,682	4,318	76%
RC Sponsorships	76,100	12,000	64,100	16%	2,350	14,350	61,750	19%
	4,600,739	1,148,470	3,452,269	25%	1,309,606	2,458,079	2,142,660	53%

**Budget v. Actual and Encumbrances
Through October - 34% of Year**

	Budget	Yr to Date Expenditures Thru Oct	Balance	Pct of Bud	Encum- brances	YTD Expenditures Plus Encumbrs	Balance	Pct of Bud
Fringe Benefits								
Vacation Accrual Reconciliatic	-	0	0	0%	-	0	0	0%
Severance Pay	-	0	0	0%	-	0	0	0%
Sick Leave Payback	-	0	0	0%	-	0	0	0%
Compensation Awards	50,000	47,826	2,174	96%	-	47,826	2,174	96%
Retirement - PERS	1,748,154	502,617	1,245,537	29%	-	502,617	1,245,537	29%
Retirement - PARS	56,916	29,025	27,891	51%	-	29,025	27,891	51%
Health Insurance	750,000	217,653	532,347	29%	-	217,653	532,347	29%
Dental Insurance	79,960	30,066	49,894	38%	-	30,066	49,894	38%
Vision Insurance	26,747	7,888	18,859	29%	-	7,888	18,859	29%
Life Insurance	110,000	29,929	80,071	27%	-	29,929	80,071	27%
Medical & Dental Cash Rebat	324,600	97,224	227,376	30%	-	97,224	227,376	30%
Medicare Tax	138,786	35,728	103,058	26%	-	35,728	103,058	26%
Tuition Reimbursements	5,000	1,000	4,000	20%	-	1,000	4,000	20%
Bus Passes	12,000	3,055	8,945	25%	-	3,055	8,945	25%
Carpool Reimbursements	4,000	1,260	2,740	32%	-	1,260	2,740	32%
Bus Passes - Taxable	63,000	17,081	45,919	27%	-	17,081	45,919	27%
Workers Comp Insurance	233,900	233,009	891	100%	-	233,009	891	100%
Unemployment Insurance	33,540	7,429	26,111	22%	-	7,429	26,111	22%
Deferred Comp Match	76,500	6,885	69,615	9%	-	6,885	69,615	9%
Benefit Administration Fees	4,000	1,062	2,938	27%	-	1,062	2,938	27%
	3,717,103	1,268,737	2,448,366	34%	-	1,268,737	2,448,366	34%
Other								
Soft Match Contributions	3,472,217	478,357	2,993,860	14%	3,300,634	3,778,991	(306,774)	109%
Exp - Local cash	550,000	0	550,000	0%	-	0	550,000	0%
Reconcile to Burden	(119,084)	0	(119,084)	0%	-	0	(119,084)	0%
	3,903,133	478,357	3,424,776	12%	3,300,634	3,778,991	124,142	97%
Grand totals:	37,136,915	6,077,915	31,058,999	16%	13,632,493	19,710,410	17,426,505	53%

% of Budget Spent @ 34% of year



Budget v. Actual and Encumbrances
General Fund Only
Through October - 34% of Year

	Budget	Yr to Date Expenditures Thru Oct	Balance	Pct of Bud	Encum- brances	YTD Expenditures Plus Encumbrs	Balance	Pct of Bud
Staff								
Salaries	14,730	1,838	12,892	12%	-	1,838	12,892	12%
Fringe Burden	8,716	912	7,804	10%	-	912	7,804	10%
Indirect Burden	26,128	3,064	23,064	12%	-	3,064	23,064	12%
	49,574	5,814	43,760	12%	-	5,814	43,760	12%
Consultant / Professional Services								
SCAG Consultant	292,980	76,765	216,215	26%	204,635	281,400	11,580	96%
Legal Services	200,000	14,822	185,178	7%	113,591	128,413	71,588	64%
Professional Services	-	-	-	0%	-	-	-	0%
	492,980	91,587	401,393	19%	318,226	409,813	83,168	83%
Direct Costs								
Payroll Bank Fees	-	1,188	(1,188)	0%	-	1,188	(1,188)	0%
Office Supplies	-	-	-	0%	-	-	-	0%
SCAG Memberships	13,133	17,613	(4,480)	134%	4,800	22,413	(9,280)	171%
Capital Outlay	44,000	-	44,000	0%	-	-	44,000	0%
RC & Committee Meetings	20,000	3,678	16,322	18%	8,089	11,767	8,233	59%
RC Retreat	15,000	-	15,000	0%	-	-	15,000	0%
RC General Assembly	15,000	-	15,000	0%	-	-	15,000	0%
TRAINING	25,000	-	25,000	0%	-	-	25,000	0%
Other Meeting Expense	25,000	(179)	25,179	-1%	1,125	946	24,054	4%
Miscellaneous	46,636	3,522	43,114	8%	870	4,392	42,243	9%
RC Meeting Stipends	140,000	38,945	101,055	28%	-	38,945	101,055	28%
Letter of Credit Interest	100,000	-	100,000	0%	-	-	100,000	0%
Caltrans Rapid Pay Fees	1,000	375	625	38%	-	375	625	38%
Cash Contributions to Projects	285,632	436	285,196	0%	-	436	285,196	0%
Travel	39,300	2,693	36,607	7%	-	2,693	36,607	7%
Travel - Lod. > Per Diem	5,000	546	4,454	11%	-	546	4,454	11%
Travel - Event Registration	3,000	520	2,480	17%	-	520	2,480	17%
AMPO Board Expense	-	-	-	0%	-	-	-	0%
NARC BOARD EXPENSE	3,000	-	3,000	0%	-	-	3,000	0%
RC Special Projects	18,000	9,682	8,318	54%	4,000	13,682	4,318	76%
RC Sponsorships	76,100	12,000	64,100	16%	2,350	14,350	61,750	19%
	874,801	91,019	783,782	10%	21,234	112,253	762,547	13%
Grand totals:	1,417,355	188,420	1,228,935	13%	339,460	527,880	889,475	37%

11/11/2005

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OK 11/11/05

Accounts Receivable						
Funding Agency	Project	Reason for delay	Actions taken	Amount	Age	Prognosis
MTA/Caltrans	Commuter Access Project: Developed a subscriber-based real-time traffic information system.	After the billings were sent to MTA and the project was completed, they declined to reimburse stating that a required form should have been sent to Caltrans at the time of signing the agreement. They stated the payment of our billing was a Caltrans obligation because they are the direct funding source.	SCAG staff relied on representations from MTA staff that alternative funding was being sought to fund the project. However SCAG was notified in 2004 of MTA's intent to de-obligate the funding. SCAG was able to delay the de-obligation and sent a formal request to Caltrans (11/09/04) to request them to administratively appeal our claim to the FHWA. Following further talks and additional documentation in a 05/31/05 letter, Caltrans did not file an appeal. Instead, they recommended a direct appeal for alternative funding from FTA.	\$130,000	(1) 4 years	Doubtful collection.
MTA/Caltrans	Web-Accessible Vanpool Information System: Developed and implemented an centralized vanpool database that contains lists of vanpools, vacancies and destinations.	See above	See above	\$101,000	(1) 4 years	Doubtful collection.
SCRRA	Upgrade the Alternative Model Analysis of the Regional Travel Demand Model.	SCAG rejected the work of a sub-contractor and SCRRA has declined to pay their share of the upgrade until the model is completed.	SCAG modeling staff has negotiated with the contractor to satisfactorily correct the deficiencies at their own expense. Completion and collection is forecasted by year end.	\$37,059	17 months	Probable
(1) - Funds are budgeted in this year's General fund budget to pay for these costs if our appeal is unsuccessful.						
Accounts Payable						
San Gabriel Valley COG	Various OWP funded project work contracted and performed by the SGVCOG.	Payment will not be made until internal audit issues are resolved.	Resolution of the internal audit issues are continuing.	\$129,533	6 months	Payment is contingent on resolution of audit issues.
Shavlik Technologies	Annual support for Patch Management Software.	The licensing agreement provided by Shavlik is not acceptable to the Legal department.	Modications to the agreement are being discussed and continuing between the parties.	\$450	2 months	Payment is contingent on resolution to modify the agreement.

FY 2006-07 Comprehensive Budget Development Schedule

Week	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
	July				1
35					
34	4 4th of July	5	6	7 <i>RC MEETING</i>	8
33	11	12	13	14	15
32	18	19	20	21	22
31	25	26	27	28 discuss schedule & priorities with subregions	29 <u>4th quarter progress report due to Caltrans</u>
30	August 1	2 management approves draft schedule	3 distribute schedule internally	4 <i>EXECUTIVE COMMITTEE</i>	5
	8	9	10	11 draft schedule finalized for RC mailing; priorities / workshop material for September RC; discuss priorities / plan workshop for RC	12
29		project selection criteria discussion			
28	15	16 project selection criteria discussion	17	18	19 meet with Caltrans to discuss document format
27	22 develop template for new document; hire access expert for database development	23	24	25 discuss priorities with subregions	26
26	29	30 project selection criteria discussion	31		
26	September			1 <i>RC MEETING - OWP schedule is approved; hold priorities workshop at RC; provide copies of comprehensive budget</i>	2 staff to fill in draft project framework chart
25	5 Labor Day	6 project framework/ priorities discussion	7 priorities are drafted	8	9
24	12	13 <u>Caltrans 4th quarter progress report meeting</u> project framework & priorities discussion	14	15	16
23	19 directors & managers meeting on framework & criteria	20 project framework finalized	21 memo for October RC on priorities	22 discuss priorities & project selection criteria with subregions	23 complete creation of database
22	26	27	28	29	30

management deadlines

required deadlines

RC agenda schedule

RC MEETINGS

FY 2006-07 Comprehensive Budget Development Schedule

Week	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
	October 3	4	5	6	7
21	progress reports due		complete test run of database		
	10	11	12	13	14
20	RC MEETING - Approves Final Priorities	subregional & staff projects requested	subregional OWP training; SCAG staff & subregional scope writing training	hold meetings with each subregion on proposals (Oct 13 - Nov 11)	
	17	18	19	20	21
19			internal project development training		
	24	25	26	27	28
18	directors & managers meeting to review project concepts/budget			Sub-Regional Coordinators meeting	
	31				
17	1st quarter progress report due to Caltrans				
	November	1	2	3	4
17		preliminary fund estimates from Caltrans		RC MEETING	
	7	8	9	10	11
16					
	14	15	16	17	18
15	subregional & staff project proposal write-ups due by 5:00 PM				
	21	22	23	24	25
14	managers meeting to discuss proposals	1st review of project proposals		Thanksgiving	Thanksgiving
	28	29	30		
13	managers meeting to finalize proposals	final review of project proposals	develop staff hours calculations		
	December			1	2
13				RC MEETING	
	5	6	7	8	9
12		project selection completed			
	12	13	14	15	16
11					finalize all OWP write-ups
	19	20	21	22	23
10					
	26	27	28	29	30
9	Christmas				write prospectus; gather planning programs from other agencies

management deadlines

required deadlines

RC agenda schedule

RC MEETINGS

FY 2006-07 Comprehensive Budget Development Schedule

Week	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
	January 2	3	4	5	6
8	<i>News Years Day</i>			RC MEETING	progress reports due
	9	10	11	12	13
7					enter all information into SAP; develop all financial reports; gather list & create forms for all grant apps; draft resolution; gather all certifications for signature; create staff allocation chart
6	16	17	18	19	20
	<i>Martin Luther King Day</i>				
5	23	24	25	26	27
	OWP document drafted				
4	30	31			
		<u>2nd quarter progress report due to Caltrans</u>			
	February		1	2	3
4				RC MEETING - Budget study session on proposed budget	review and edit document as needed; develop presentation for Admin & RC; create summary document for Admin & RC
3	6	7	8	9	10
				draft OWP finalized for RC mailing	
2	13	14	15	16	17
			draft OWP printing		RC mailing
1	20	21	22	23	24
	<i>Presidents Day</i>				
0	27	28			
		<u>ICAP to Caltrans</u>			
	March		1	2	3
0			<u>draft document sent to Caltrans per Handbook</u>	RC MEETING - Approve release of Draft OWP for comment; document released for public comment	
1	6	7	8	9	10
2	13	14	15	16	17
3	20	21	22	23	24
4	27	28	29	30	31
					<u>public comment period closes</u>

management deadlines

required deadlines

RC agenda schedule

RC MEETINGS

FY 2006-07 Comprehensive Budget Development Schedule

Week	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
5	April 3 progress reports due	4 mgmt decides what changes should be made	5	6 RC MEETING	7 modify document based on comments; Comments are responded to
6	10	11	12	13	14 finalize OWP based on comments
7	17	18	19 print final OWP for RC mailing	20 IPG meeting (tentative)	21 mail to RC
8	24	25	26	27	28 3rd quarter progress report due to Caltrans
9	May 1 submit final OWP to Caltrans per Handbook	2	3	4 RC MEETING - Approval of final OWP	5
10	8	9	10	11	12
11	15	16	17	18	19
12	22	23	24	25	26
13	29 Memorial Day	30	31		
13	June			1 Caltrans submits approval of OWP to FHWA	2
14	5	6	7	8	9
15	12	13	14	15	16
16	19	20	21	22	23
17	26	27	28	29	30 FHWA provides approval to Caltrans; Caltrans approves OWP

management deadlines

required deadlines

RC agenda schedule

RC MEETINGS

MEMO

DATE: December 1, 2005

TO: Administration Committee

FROM: Debbie Dillon, Human Resources Manager, 213.236.1870, dillon@scag.ca.gov

SUBJECT: Merit Pay Program Status Report

SUMMARY:

On June 7, 2001, the Regional Council approved recommendations contained in the Compensation study conducted by Personnel Concepts, Inc. One component of that study was the recommendation to implement the Pay for Performance Program. The parameters of that study have been the basis for SCAG's performance evaluation process and compensation planning over the course of the last three years.

Policy direction from the Regional Council in 2001 included applying the Pay for Performance Program to all employees in the senior level positions and above. This includes executive management, managers, supervisors, leads, and seniors. All other employees were to stay on the current compensation system until a later date.

SCAG staff receives compensation adjustments only through the Merit Pay Program. The percentage increases per rating category, as approved by the Regional Council in 2001, are as follows:

Evaluation Rating	Percentage Adjustment
Excels	7-9%
Above Standards	4-6%
Meets Standards	1-3%
Needs Improvement or Unsatisfactory	0

SCAG staff does not receive cost of living adjustments and they do not receive step increases. The salary ranges may be adjusted annually if they are determined by a salary survey to no longer be at the Regional Council approved level of the 75th percentile. A salary survey is conducted annually to determine if adjustments are necessary. Any suggested changes to the ranges are provided to this committee prior to implementation.

BACKGROUND:

To assist in the implementation of the Pay for Performance Program, a new performance evaluation process was implemented during fiscal year 2002/2003.

In November 2003 this Committee received a report on the status of the program and information that staff would expect to be recommending extension of the program to the rest of the staff in June 2004.

MEMO

In April 2004 this Committee received a status report and a staff recommendation to extend the Pay for Performance program to all employees for a two-year pilot period. This Committee provided input and concurred with staff's recommendation and recommended to the Administration Committee and the Regional Council to extend the two-year pilot program to all staff in July 2004.

In May 2004 the Administration Committee and the Regional Council received a status report and a staff recommendation to rename the program Merit Pay based on the input from this Committee and to extend the program to all employees effective July 1, 2004. The Regional Council approved the Merit Pay two-year pilot program and requested six month status updates.

In July 2004 all employees were evaluated and compensated under the Merit Pay pilot program.

In October 2004 and May 2005 a program status report was provided to this Committee.

ANNUAL PERFORMANCE EVALUATION PROCESS

- Development and use of a new, common evaluation format for all staff
- Clear definition of criteria and rating scale
- Linkage of the process to the mission statement, overall work program, budget, and fiscal year
- Training in group setting to all Directors, Managers, and Supervisors
- Mentoring and coaching throughout process
- All evaluations reviewed by Executive Management and Human Resources
- All employees, except probationary, were moved to a July 1 evaluation date from an anniversary date format in 2003
- Mid-year evaluations were completed for all employees in February/March of 2004
- All employees received Merit Pay Program evaluations and applicable compensation adjustments in July 2004
- Mid-year evaluations were completed for all employees in February/March 2005
- All employees received Merit Pay Program evaluations and applicable compensation adjustments in July/August 2005

EVALUATION RATING STATISTICS FOR THE LAST 3 YEARS

The evaluation rating breakdown and applicable salary adjustment is listed below. In July 2003, employees below senior level were eligible for 3% only. In July 2004, all employees became eligible for the Merit Pay program. In both years, employees who are at the top of the salary range received a lump sum equivalent to the percentage that was over the top salary range. These lump sum payments are not counted by CalPERS as part of an employee's eligible compensation. In June 2006, the Regional Council approved the staff recommendation to count the lump sum payment towards CalPERS covered compensation. Staff is working with CalPERS to receive their written approval for implementation in July 2006.

MEMO

EVALUATION RATING STATISTICS FOR THE LAST 3 YEARS

Evaluation Rating Scale	July 2003 Ratings	July 2003 % Salary Adjustment*	July 2004 Ratings	July 2004 % Salary Adjustment	July 2005 Ratings	July 2005 % Salary Adjustment
Excels	17 or 17%	8%	13 or 13%	7%	11 or 12%	7%
Above	23 or 22%	5%	31 or 31%	5%	35 or 38%	5%
Meets Standard	59 or 57%	3%	51 or 51%	3%	43 or 47%	3%
Needs Improvement	4 or 4%	0	6 or 6%	0	2 or 2%	0
Unsatisfactory	0	0	0	0	0	0
TOTAL**	103		101		91	

* Employees below Senior Level received 3%; all-other employees eligible for more than 3%.

** Excludes Probationary Employees

Average overall salary increase for fiscal years 2002/2003 and 2004/2005 were 3.64% and 4.3%, respectively.

CONCLUSION

We are on target for a third year evaluation process and the second cycle of applying the Merit Pay compensation adjustments to all employees. The rating distribution is a good indicator of the performance of the organization as a whole. We determined the success of the program based on the rating statistics, the content of the written evaluations, and the effectiveness of performance management on improving staff performance.

It has been a valuable process for seeking input. We will continue to seek feedback from all levels of the workforce and make refinements to the program as we progress. We will continue to seek feedback in and make adjustments or changes to the rating factors, criteria, process, and forms. Performance evaluation and performance management training was provided in November 2004 and May 2005 for all management employees. It will be provided again in the spring of 2006. The next mid-year review cycle will be completed in January 2006. We have seen improvement in performance expectations and performance management with the refinement of the program. We will continue to refine the linkage between the employee performance agreement, professional development goals, the mission statement, and the rating criteria. A report will be provided to the committee following the mid-year review cycle.

MEMO

DATE: December 1, 2005

TO: Administration Committee

FROM: Debbie Dillon, Human Resources Manager, 213.236.1870, dillon@scag.ca.gov

SUBJECT: Deferred Compensation Plan Status Report

This report responds to a question from a Regional Council member about the status of the Deferred Compensation Plan and Regional Council member fiduciary responsibility pertaining to the Plan. Status reports will be provided semi-annually in the future and a review of the plan will be incorporated into the Internal Auditor's work plan for 2006/2007.

BACKGROUND:

SCAG currently offers two retirement plans to staff. The CalPERS Defined Benefit Plan and a 457 Deferred Compensation Plan (Plan). Two vendors provide administrative services and various investment options for the Plan. The two vendors are:

- **ICMA-Retirement Corporation (ICMA-RC)**
- **CitiStreet**

Both vendors have been in place for a number of years dating back to the mid-1980's. Plan representatives are invited to provide individual meetings on-site on a quarterly basis as well as participate in the annual open enrollment benefits fair.

SCAG staff is the RFP development phase to bid these services during the 2005/2006 fiscal year. This is intended to ensure that employees are getting access to competitive investments and are offered a choice of investment vehicles.

457 PLAN PROFILE:

Data as of June 30, 2005

PROFILE	CITISTREET	ICMA-RC
# of mutual fund investment choices	120	46
Fees	varies	varies
# of Active Participants	25	64
# of Inactive Participants	10	65
Total plan assets as of 3/31/05	\$620,121	\$6,644,896
Total plan assets as of 6/30/05	\$656,077	\$6,728,070

MEMO

FIDUCIARY RESPONSIBILITY:

The question of fiduciary responsibility of regional council members was evaluated by outside counsel, Fulbright & Jaworski. A report discussing the matter will be given at the Committee meeting.

MEMO

DATE: December

TO: Administration Committee

FROM: Debbie Dillon, Human Resources Manager
213.236.1870, dillon@scag.ca.gov

SUBJECT: 2001 Classification Study Final Report/Staff Turnover Statistics

2001 CLASSIFICATION STUDY FINAL REPORT:

SCAG Best Practices recommended a comprehensive classification study be conducted. A study was completed by a consultant, Personnel Concepts, Inc. SCAG staff recommended implementation of the classification study to the Regional Council in August 2001. The study and the recommendations contained therein were approved by the Regional Council.

A report on the status of the classification work plan was provided to this committee in May 2005 and to the Administration Committee and Regional Council in June 2005.

The Regional Council President requested that a copy of the Executive Summary for the 2001 study be provided to the Personnel Committee as well as staff turnover statistics for the last several years. This information was provided to the Personnel Committee in October 2005.

The 2001 study did not contain an Executive Summary, therefore, a copy of the final report on the classification manual is attached.

STAFF TURNOVER STATISTICS:

July 1, 2002 – October 20, 2005

	7/1/02 – 6/30/03	7/1/03 – 6/30/04	7/1/04 – 6/30/05	7/1/05 – 10/20/05
Layoffs	28	3	1	0
Medical Separation	0	1	0	0
Performance Related	3	0	1	0
Retirements	3	4	7	0
Separations	11	5	9	3
Totals*	45	13	18	3

* Data does not include temporary employees or interns as they are considered contingent workers and not counted in turnover analysis.

MEMO

According to the United States Department of Labor Bureau for Labor Statistics the statistical method for analyzing employee turnover is:

$$\frac{\text{Number of separations during a month} \times 100}{\text{Average Number of Employees on Payroll for a Month}} = \text{Monthly Turnover Rate}$$

The annual turnover rate is determined by averaging the previous twelve monthly turnover rates.

SCAG Turnover Rate

Year	6/30/03	6/30/04	6/30/05
Monthly Average # of Employees	113	110	100
Monthly Average # of Separations	3.75	1.08	1.5
Turnover	3.3%	1.0%	1.5%

How SCAG Compares for August 2005

SCAG Rate	All Non-farm Workers	All Government Workers	All State and Local Government
1.5%	3.3%	2.0%	1.1%

Source is U.S. Department of Labor - Bureau of Labor Statistics

The Society for Human Resources Management (SHRM) cites the typical reasons for turnover in a workplace are:

- Poor communication
- Unskilled supervisors/managers
- Unsatisfying job responsibilities
- Problems with working conditions
- Pay below market levels
- Inadequate benefits
- Insufficient recognition
- Lack of advancement opportunities
- Interpersonal conflicts
- Personal problems (family, health, etc.)
- Wealth of external opportunities

MEMO

SHRM also suggests several strategies for improving employee turnover.

They are:

- **Employee Relations** – Non-compete agreements, focus groups and exit interviews
- **Compensation** – Sign-on and retention bonuses, merit and incentive pay
- **Benefits** - Expanded benefits, unique services, annual benefit statements
- **Scheduling** - Flexible work schedules, sabbaticals, telecommuting
- **Workplace Enhancement** - Casual dress, career pathing, timely performance appraisals

WHAT SCAG IS DOING IN EACH OF THESE AREAS:

- **Employee Relations** – HR conducts exit interviews with each outgoing employee to collect data on a confidential basis. Information is shared with management. SCAG recently retained the services of a training and organizational development consulting firm that will be working with us over the next three years to conduct an organizational assessment and target training and organization-wide development, including focus groups. They started their work in October 2005.
- **Compensation** – Based on the 2001 classification/compensation study, SCAG implemented merit pay in 2003 for the whole organization.
- **Benefits** – SCAG provides an annual benefits statement to staff which illustrates the value of the total compensation package. The next statements will be issued in early November 2005. SCAG added the pre-tax parking reimbursement plan in 2005 and has re-bid the life and long term disability plans resulting in a potential savings of up to \$17,000.00 annually. This savings will be re-programmed to provide a comprehensive Employee Assistance Program that includes a monthly Wellness initiative. If additional savings are available, SCAG will enhance one of the other existing benefits programs. Additionally, HR staff is analyzing the possibility of providing a cafeteria plan for health, dental and vision benefits which would provide for a possible increase in SCAG's contribution to health benefits without impacting the liability for retiree medical under the CalPERS system.
- **Scheduling** – SCAG provides flexible start and end times as well as the alternate Friday off schedule to all employees. Unpaid leaves of absence and telecommuting are available under the existing Personnel Rules.
- **Workplace enhancement** – Business casual Fridays are part of the SCAG dress code. The Professional Pathways program commenced in 2004 and is in the development phases. We are working on both the classification side of career pathing to improve the flexibility for employees to move and tighter definitions that describe the jobs. As reported in the May 2005 meeting, our plan is to finish the review of all of the classifications series by June 2006. We are also ramping up the training and development program and reviewing the minimum requirements for internal recruitment and promotion purposes to allow for more advancement opportunity. We are providing Speech Communication training classes to all employees who have English as a second language. Six employees have completed the first course and 12 more are starting in November and December for the first and second course. We are also providing project management training, resume writing,

MEMO

interviewing skills and career development workshops in the next several months. Timely performance evaluations have been occurring for the last three years in conjunction with the Merit Pay Program. All employees are on the same review schedule and receive an evaluation two times per year.

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REPORT

DATE: December 1, 2005
TO: The Regional Council
FROM: Charlotte Pienkos, Government Affairs Analyst
Phone: (213) 236-1811
SUBJECT: 2006 State and Federal Legislative Program

EXECUTIVE DIRECTOR'S APPROVAL

RECOMMENDED ACTION: Adopt the 2006 State and Federal Legislative Program

SUMMARY:

The 2006 State and Federal Legislative Program is adopted annually by the Regional Council following approval by the policy committees. A draft legislative program was reviewed by each of the policy committees in November. All committees requested revisions or clarifications, which have been made and are shown in the attached, revised legislative program. The legislative program will return for approval to the Energy and Environment Committee today; it was approved by the Community, Economic and Human Development and Transportation and Communications Committees in November. An item to facilitate tribal government participation in SCAG according to the adopted tribal government work plan has been added for the Regional Council's review. Upon its adoption, the legislative program will be implemented in January at the beginning of the 2006 state and federal legislative sessions.

BACKGROUND:

The 2006 State and Federal Legislative Program was created with the input of SCAG's directors, planning and policy staff, and state and federal lobbyists. Because 2006 marks the mid-point of a two-year state legislative session and because many 2005 initiatives are still underway, the 2006 legislative program differs only slightly from the 2005 adopted program, which was extensively work-shopped with the county transportation commissions and SCAG's state and national planning partners.

SCAG's federal priority in 2006 will be the amendment and implementation of SAFETEA-LU, the federal surface transportation program enacted in 2005. Key state initiatives will include housing and CEQA reform and advocating a constitutional amendment to protect Proposition 42 revenues. The 2006 legislative program will be implemented in January, 2006, upon its adoption by the Regional Council.

In November, the policy committees had a variety of questions and comments about the legislative program. The Community, Economic and Human Development Committee requested the addition of an item relating to schools to SCAG's land use policies. It also requested a



REPORT

stylistic change to an item on redefining local and region responsibilities in implementing state housing goals. Those requests have been addressed on pages 8 and 9 of the legislative program.

EEC did not approve the legislative program, but instead asked to have it brought back as a consent calendar approval item with their changes. Specifically, the EEC requested 1) clarification of the CEQA reform/environmental streamlining section; 2) the removal of “transformation” from the item that references SCAG’s support of AB 1090 (Matthews) and conversion technologies; 3) the addition of an item monitoring federal legislation on solid waste; and 4) the relocation of two water items on stormwater, non-point source pollution and total maximum daily loads (TMDLs) from the *Monitoring* section to the *Advocacy* section. The requested clarifications and changes have been made and are shown on pages 9, 11, and 12 of the legislative program, and a consent calendar item was submitted for the EEC’s approval today.

The TCC approved the legislative program with the exception of the section referencing CEQA reform and environmental streamlining. Government Affairs staff was asked to bring back those provisions in December for approval with additional clarification. The CEQA reform/environmental streamlining section has been clarified on page 9 of the legislative program, and a presentation on CEQA reform/environmental streamlining was made in the TCC today.

That presentation emphasized the Regional Council’s adoption on July 7, 2005 of a policy to direct SCAG’s participation in the on-going CEQA reform discussions in Sacramento. The CEQA reform discussions are an attempt to address the state’s chronic housing supply shortage and to make the best use of planning and mitigation resources. The guiding principles of the adopted SCAG policy state that CEQA reform should:

- Ease the development of housing in appropriate, strategic locations (e.g. urban infill and transit oriented areas);
- Pursue environmental outcomes that are preferable to current conditions or “no-plan” future scenarios;
- Ensure that CEQA is used as intended rather than abused in order to stop/delay good projects;
- Promote regional planning; and
- Address a number of environmental impacts at the regional, rather than project, scale.

Additionally, the Regional Council stipulated the any CEQA procedure created through legislation should contain the following limitations:

- The program must be implemented voluntarily at the local level;
- The regional analysis, combined with the streamlined in-fill EIR, should form the functional equivalent of an EIR; and
- The program must be limited geographically to specific locations identified in the regional growth plan, known as the 2% areas.



REPORT

Staff has encapsulated these adopted principles in the revised CEQA Reform/Environmental Streamlining section.

Lastly, one item has been added to the legislative program that, due to SCAG's agenda production schedule, was omitted from the program submitted to the policy committees. On page 5, the legislative program directs, with their consent and assistance and if necessary, the advocacy of legislation that will permit tribal governments to join the SCAG joint powers authority. This item correlates to the Regional Council's June 2, 2005 adoption of a tribal governments work plan. The work plan directed SCAG to advocate state law changes, if necessary, to facilitate agreements with tribal governments. (It is not clear at this time whether this legislative effort will be required.) By including this item in the 2006 legislative program, the Regional Council will provide necessary direction to staff to permit the effectuation of the adopted work plan.

FISCAL IMPACT: *tc*

Because the SCAG fiscal year runs from July 1st through June 30th, while the legislative year runs from January 1st through December 31st, each SCAG budget covers the last half of the previous legislative session and the first half of the upcoming legislative session. The cost of adopting the recommended action is covered by the FY05-06 SCAG budget for the first half of the 2006 legislation session and requires no additional resources. No funds will be spent to implement the 2006 State and Federal Legislative Program from July 1st through December 31st without the approval of the FY06-07 SCAG budget.

CP#115996



SOUTHERN CALIFORNIA
ASSOCIATION of GOVERNMENTS

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For Regional Council Adoption 12/1/05

THE SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS (SCAG) 2006 STATE AND FEDERAL LEGISLATIVE PROGRAM

INTRODUCTION

Each year, the Regional Council adopts a state and federal legislative program to direct SCAG's legislative activities. The 2006 Legislative Program, which contains highlights from 2005, will guide SCAG's legislative activities in the coming year.

As in past years, SCAG legislative staff will continue to take action on Regional Council policies where they exist and will communicate Regional Council positions to legislators, administrators and others. SCAG legislative staff will also undertake new initiatives as they arise at the direction of the Regional Council.

SCAG's top federal legislative priority in 2006 is the amendment and fair implementation of the Safe, Accountable, Flexible, and Efficient Transportation Equity Act of 2005 (SAFETEA-LU), the nation's surface transportation program. SCAG will also continue to advocate innovative financing and public/private partnerships for transportation projects, AIR-21, and improved pre-deployment planning in the Transportation Infrastructure Finance and Innovation Act (TIFIA).

On the state level, SCAG will focus on the ongoing, collaborative efforts to protect Proposition 42 revenues from reallocation to the state's General Fund. SCAG will also advocate innovative financing and public/private partnerships for transportation projects and design-build and design-sequencing legislation to expedite project delivery.

In the area of housing and land use, SCAG will continue its collaboration with the Legislature, the Governor, and housing stakeholders to develop and support initiatives that permit local governments and regions to plan for the provision of a 20-year site inventory and allow neighboring jurisdictions to share responsibilities for increasing the housing supply. California Environmental Quality Act (CEQA) reform will also remain a related, top priority.

The 2006 Legislative Program will continue to further the Compass Implementation Framework, which was approved by the Regional Council in June 2004. This framework, or 2% Strategy, is guided by four key principles—mobility, livability, prosperity and sustainability—and addresses the challenges associated with future growth in the SCAG region. Because the 2% Strategy is interdisciplinary, its ideas are incorporated throughout the transportation, housing, growth and land use, habitat and open space, and sustainability sections of the 2006 Legislative Program and are marked with a 2% symbol.

Upon its adoption by the Regional Council, SCAG's legislative staff will implement the 2006 Legislative Program. The timeframe for implementation is the 2006 calendar year. The 2006 Legislative Program is outlined following the 2005 program highlights.

For Regional Council Adoption 12/1/05

2005 PROGRAM HIGHLIGHTS

Federal Issues

After 12 extensions and 3 years of debate, SAFETEA-LU was passed by Congress on July 29, 2005 and subsequently signed by President Bush on August 10, 2005. The bill operates from August 10, 2005 through September 30, 2009, authorizes \$286.4 billion in funding, including \$52.6 billion for transit programs, and includes more than 6,300 earmarked projects.

Of the 6,300 earmarks nationwide, the SCAG region received approximately 310 earmarks totaling \$1.4 billion. \$916 million of those earmarks will fund projects featured in the Southern California Consensus Program, a collaborative effort led for the last three years by SCAG and joined by:

- ♦ Los Angeles County Metropolitan Transportation Authority
- ♦ Orange County Transportation Authority
- ♦ Ventura County Transportation Commission
- ♦ Riverside County Transportation Commission
- ♦ San Bernardino Associated Governments
- ♦ Imperial Valley Associated Governments
- ♦ Southern California Regional Rail Authority

Consensus Program projects receiving funding include:

- ♦ Alameda Corridor East grade separation improvements: \$178,640,000
- ♦ Desmond Bridge expansion: \$100,000,000
- ♦ I-405 high-occupancy vehicle lane (HOV) improvements: \$130,000,000
- ♦ Eastside Light Rail: \$399,520,000
- ♦ Los Angeles Metro Gold Line extension: \$15,040,000
- ♦ SR-78/Brawley Bypass: \$7,600,000

In trips to Washington, the Consensus Program delegation emphasized that the bottleneck at the Ports of Long Beach and Los Angeles negatively impacts the economy and quality of life of both Southern Californians and the nation. The delegation was instrumental in the creation of several new provisions in SAFETEA-LU designed to address this and other transportation challenges:

- ♦ Projects of Regional and National Significance for 25 projects nationally up to \$1.7 billion
- ♦ Private activity bonds or "exempt facility bonds" up to \$15 billion nationally
- ♦ A public-private partnership pilot program for up to 3 new fixed guideway capital projects
- ♦ Design-build contracting that eliminate the \$50 million threshold for contract size and allows a design-build contractor to become involved during the NEPA project definition phase

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- ♦ A value pricing pilot program to collect tolls on new interstate construction and the interstate construction pilot program to permit tolls on interstate highways to fund construction of new lanes/highways.

SCAG also succeeded in SAFETEA-LU in improving the reimbursement process for metropolitan planning organizations, ensuring repayment within 30 days of invoice.

State Issues

SCAG worked throughout the 2005 session to influence the enactment of new laws and the amendment of existing laws in the areas of housing, transportation, and the environment. SCAG continued its participation in the Housing Element Working Group (HEWG), in which discussions were conducted over many months in an effort to improve the housing approval process and to identify new sources of funding that cities need to pay for local services and infrastructure. These reform discussions will continue in 2006.

Related to the subject of housing reform was the Administration's decision to allocate \$5 million in State Planning and Research (SP&R) funds to regional blueprint planning and reimbursement for mandated work on the Regional Housing Needs Assessment. Although the Governor ultimately vetoed the use of SP&R funds for RHNA, an administrative solution is expected that will assist SCAG in the performance of the mandate. SCAG has also submitted a \$2.4 million application for regional blueprint planning funds.

Thanks to the advocacy of SCAG and transportation stakeholders statewide, the Legislature passed and the Governor signed an FY05-06 State Budget that fully funded Proposition 42 to the amount of \$1.3 billion. The full funding of Proposition 42 was a major legislative success; more work remains to be done, however, to amend the State Constitution to prohibit future suspensions of transfers from the General Fund to transportation projects and programs in times of financial crisis.

SCAG also advocated actively on behalf of GoCalifornia, the Governor's transportation package, which included AB 850 (Canciamilla) on public/private partnerships. In the last days of the session, SCAG was asked by the administration to submit technical amendments on AB 850 and did after circulating them among the commissions and AAA. Although the recommendations were not amended into AB 850 due to an impasse between the Governor and Senate President Pro Tempore Perata, the administration may use SCAG's ideas as the basis for 2006 negotiations.

Lastly, SCAG participated in the 2005 CEQA Working Group. Among members of the group, there were commonly held beliefs on streamlining and the exercise of CEQA within streamlined alternatives. No specific, detailed proposal on CEQA streamlining emerged in the session, however, and the effort will continue in 2006.

For Regional Council Adoption 12/1/05

2006 LEGISLATIVE PROGRAM

The SCAG 2006 Legislative Program describes Regional Council federal and state legislative and administrative priorities that SCAG will pursue during the coming year. The 2006 program is a continuation of last year's program, which included the input of our state and regional planning partners like the California Association of Councils of Government (CALCOG) and the county transportation commissions.

Throughout this section, issues are categorized by subject matter (e.g., Housing, Air Quality) and are grouped into one of three subcategories: Advocacy, Monitoring, or Development.

Issues subcategorized under *Advocacy* are of foremost concern to the Regional Council and will be advocated by SCAG. Issues subcategorized under *Monitoring* are of interest to the Regional Council and will be tracked by SCAG; policy committees and the Regional Council will be alerted to relevant proposed changes in those areas. Issues included under the subcategory *Development* are those in which the Regional Council or its policy committees have asked SCAG staff to further develop ideas, to begin or continue efforts, or to provide more information. They are inventoried here for the Regional Council's information and should not be read as requests for federal or state legislative or administrative action.

SCAG

Roles and Leadership

Working in coordination with the county transportation commissions, Metrolink, and local transportation agencies, SCAG will pursue the following advocacy goals.

Advocacy

- Provide regional leadership in seeking federal and state funding for projects and programs that implement SCAG's adopted 2004 RTP and 2004 RTIP and in advocating for projects needed to maintain air quality conformity in the SCAG region.
- Coordinate advocacy efforts to advance the Southern California Consensus Program and continue consensus building among local transportation commissions, cities, counties, and subregional organizations.
- Advocate federal legislation that facilitates the ability of metropolitan planning organizations (MPOs) to fulfill their roles and responsibilities.
- Advocate state legislation that facilitates the ability of regional transportation planning agencies (RTPAs) and councils of governments (COGs) to fulfill their roles and responsibilities.

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- Advocate a stronger role for regions and MPOs in planning for America's global economic competitiveness.
- With the interstate highway system nearing completion, participate in a national discussion about the role of the federal government in transportation planning and funding to ensure effective participation by the United States in the global economy.

Homeland Security

Development

- Serve as a forum where operations and plans can be discussed and coordinated.
- In coordination with local agencies and other stakeholders, engage as an MPO in a more active role in security and disaster planning.

Tribal Governments

Development

- Based on the adopted tribal governments work plan, and with their consent and assistance, offer state legislation if necessary providing that federally recognized tribal governments in the SCAG region are government entities for the limited purpose of participating in the SCAG joint powers authority.

Comment [p1]: This item has been added to further the tribes' abilities to participate in SCAG, per the adopted Ten Year Strategic Plan and in furtherance of the adopted tribal governments work plan.

TRANSPORTATION

SAFETEA-LU

Advocacy

- Advocate amendments necessary to refine SAFETEA-LU's provisions regarding, among other issues, diesel retrofitting in the Congestion Mitigation Air Quality Program (CMAQ).
- Advocate implementation procedures that are favorable to the SCAG region in the SAFETEA-LU rulemaking process.

Development

- Continue Southern California Consensus Program consensus-building meetings, visits, and outreach with Members of Congress, state and federal administration officials, the county transportation commissions, cities, counties, subregional organizations and key stakeholders.

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Appropriations

Advocacy

- Advocate congressional support for SCAG's FY 2007 appropriations requests as approved by the Regional Council.
- Advocate appropriations for projects contained in the Southern California Consensus Program.
- Support earmarks or discretionary funding applications of jurisdictions within the SCAG region consistent with the Southern California Consensus Program, the adopted 2004 RTP, the adopted 2004 RTIP and SCAG policies.

Maglev

Advocacy

- Advocate predeployment planning and environmental review funding for the California Maglev Deployment Program.
- Seek FY 2007 appropriations to continue predeployment planning and environmental review.
- Seek federal, state and local funds and policy maker and community support to complete predeployment planning and environmental review for the Initial Operating System (IOS) stated for completion by 2018.

Aviation

Advocacy

- Support legislation to promote and implement a decentralized aviation system including interconnecting high-speed ground transportation.
- Advocate regional airport systems and improved ground access program funding in the reauthorization of the Aviation Investment and Reform Act for the 21st Century (AIR-21).

Transportation Financing

Advocacy

- Advocate a constitutional amendment to protect Proposition 42 revenues from reallocation to the state's General Fund.
- Advocate addressing the allocation of the state's transportation funds to ensure an equitable distribution throughout the state.

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- Support design-build and design-sequencing procurement procedures to expedite project delivery.
- Support local ballot initiatives to fund local transportation projects with local sales tax measures.
- Support legislation that promotes the use of public/private partnerships and other innovative financing mechanisms.

Development

- Continue face-to-face discussions with state and federal legislators from the region about Southern California's long-term transportation requirements and the funding options needed to address these requirements.
- Participate in the development of revenue mechanisms and strategies to finance major regional projects contained in the adopted 2004 RTP, including proposals to increase transportation funding through user fees and sales taxes on motor vehicle fuels and by adjusting the fuel excise tax rate to maintain historical purchasing power.
- Participate in the development of innovative financing proposals such as tax credit bonds, tax credit equity, tax-exempt bonds, TIFIA grants and TIFIA loans repaid with project-generated revenues.
- Expand consensus building and outreach efforts to the general public to educate regional residents about the unmet cost of the adopted 2004 RTP.
- Evaluate the merits of a regional gas tax/user fee measure and the institutional framework necessary to implement and manage it.

Goods Movement

Advocacy

- Support efforts of the West Coast Corridor Coalition to improve goods movement and reduce congestion along the I-5 from Vancouver, B.C. to Ensenada, Mexico.
- Urge the state and federal government to take action to limit the mobile source emissions arising from goods movement.
- Support regional efforts underway by transportation agencies that develop goods movement projects through the use of financing concepts including user fees and other revenue generating mechanisms to service debt instruments.

Development

For Regional Council Adoption 12/1/05

- With the participation and input of the county transportation commissions, Metrolink, and local agencies, develop the concept of user-supported dedicated facilities that offer a viable and potentially self-financing solution for mitigating congestion, reduce mobile source emissions arising from goods movement in Southern California, and ensure the safe and efficient movement of goods essential to the nation's economy.

Southwest Compact

Advocacy

- Advocate legislation that corresponds with SCAG's ongoing efforts to develop the Southwest Passage, a multi-state goods movement trade corridor along the I-10, and the Southwest Compact, a coalition of states sharing goods movement and economic development interests.

COMMUNITY, ECONOMIC AND HUMAN DEVELOPMENT

Housing

Advocacy

- Working with the administration, develop a state-funded reimbursement program for the Regional Housing Needs Assessment (RHNA) mandate at the regional and subregional levels.
- Working with housing and CEQA task forces conducted by the Legislature and the administration and with other housing stakeholders, develop and support legislation that redefines the local and regional responsibilities in implementing state housing goals in a manner favorable to local governments and the region.
- Support initiatives that call for local governments and regions to plan for the provision of a 20-year site inventory, based on natural increases in population and job growth, and that allow neighboring jurisdictions to share responsibilities for increasing the housing supply.
- Advocate the use of state and federal funding to incentivize jobs/housing balance, infrastructure, and environmental mitigation programs in local jurisdictions^{2%}.
- Encourage the U.S. Department of Housing and Urban Development's participation in the development of housing strategies with the U.S. Department of Transportation.

Comment [p2]: "... In a manner favorable to local governments and the region" added at the request of the CEHD.

Growth and Land Use

Advocacy

- Support federal and state funding initiatives designed to promote mixed-use and multi-modal development^{2%}.

Development

For Regional Council Adoption 12/1/05

- Participate in the development of legislation related to the jobs-housing balance including, but not limited to, CALCOG growth policies, construction defect litigation and water availability ^{2%}.
- Encourage cities and counties to adopt land use policies that help the SCAG region achieve air quality conformity and transportation system performance ^{2%}.
- Foster a dialogue with the education community about addressing the physical needs of schools in relationship to SCAG's growth and land use policies.

CEQA Reform and Environmental Streamlining

Advocacy

- Support CEQA reform that, when implemented voluntarily at the local level, promotes regional planning and eases the development of housing in appropriate, strategic locations identified in the regional growth plan and known as 2% Strategy areas ^{2%}.
- Support CEQA reform that addresses environmental impacts at the regional, rather than project, scale and promotes environmental outcomes that are preferable to current conditions or "no-plan" future scenarios.
- Support CEQA reform that combines the regional analysis and the streamlined in-fill EIR to form the functional equivalent of an EIR.

Development

- Build federal, state and local stakeholder support, including public and private interests, for environmental streamlining.

Local Finance

Monitoring

- Via CALCOG, CSAC, the League of Cities and other organizations, monitor legislation pertaining to local finance, including bills and constitutional amendments regarding local sales taxes, property taxes, and gaming fees.

ENERGY AND ENVIRONMENT

Air Quality

Advocacy

- Advocate community impact and air quality mitigation programs for goods movement projects.

Comment [p3]: This item was added at the request of the CEHD.

Comment [p4]: This section was relocated from within Transportation to Community, Economic and Human Development to reflect both its emphasis on housing and regional planning and its role in the Regional Comprehensive Plan, a project under the jurisdiction of the CEHD.

Comment [p5]: The subject of CEQA reform has been clarified in the Legislative Program at the request of the TCC and the EEC. These three items are consistent with the July 7, 2005 adopted Regional Council policy on SCAG's participation in the ongoing CEQA reform discussions in Sacramento.

For Regional Council Adoption 12/1/05

- Support air quality programs that incentivize the acceleration of private and public fleet turn-over to help reduce total regional emissions from on-road mobile sources.
- Support programs that incentivize cost-effective, market-based approaches that promote air-quality beneficial urban form, including incentive programs to encourage pedestrian/bike-friendly redevelopment projects that will help reduce vehicle miles traveled, congestion, and associated emissions ^{2%}.
- Support programs that fund outreach, education, and incentive programs to encourage behavioral change needed to help reduce vehicle miles traveled, congestion, and associated emissions.
- Urge the state and federal government to take action to reduce mobile source emissions under their jurisdictions or to delegate authority over these mobile sources to local governments.

Monitoring

- Monitor air quality issues affecting the SCAG region.
- Monitor legislation or regulations pertaining to power plants located on the Mexican side of the U.S./Mexico border and to their negative effect on air quality in the SCAG region.

Energy

Monitoring

- Track energy legislation relating to the formation, aggregation, and siting of utilities, energy efficient building standards, and renewable energy resources.

Development

- Encourage state efforts to develop energy goals and coordinate local initiatives to provide reliable, secure and safe energy at the lowest possible cost.
- Encourage efforts by the federal, state and local governments of the United States and Mexico to formulate an agreement establishing common environmental standards for the US/Mexico border.
- Encourage the installation and maintenance of California Best Available Control Technologies (BACT) on power plants in neighboring states and on the Mexican side of the US/Mexico border.

Habitat and Open Space

Advocacy

- Advocate market-based, incentive approaches to habitat management at the urban-rural interface, such as easement rights acquisition.

For Regional Council Adoption 12/1/05

Monitoring

- Monitor state and federal legislation that affects the management of wilderness habitat, urban habitat, endangered species, and recreational open space.

Development

- Encourage the development of state and federal legislation that better integrates habitat conservation planning with regional transportation and land use development plans ^{2%}.
- Encourage the development of state legislation that supports the better integration of science into habitat and open space management.
- Encourage the development of state legislation that incentivizes the preservation of agricultural lands subject to urbanization pressures ^{2%}.

Sustainability

Advocacy

- Support state legislation that promotes sustainability and environmental justice in local and regional planning ^{2%}.
- Support state legislation that incentivizes the development of brownfield sites in urban areas ^{2%}.
- Support state legislation that incentivizes the adoption of green building standards ^{2%}.

Development

- Encourage the development of state and federal incentives to promote urban infill development, as proposed in the Compass Implementation Framework ^{2%}.

Waste Management

Advocacy

- Support legislation that removes impediments to the adoption of conversion technologies that will help municipalities maintain or exceed their requirement to divert 50% of their solid waste away from landfills.

Comment [p6]: The reference to "transformation" was removed from this item at the request of the EEC.

Monitoring

- Track state legislation that proposes changes to solid waste diversion mandates, establishes new mandates for solid waste management including electronic waste, or changes municipal recycling procedures.

For Regional Council Adoption 12/1/05

- Track state legislation that proposes changes to the management and handling of hazardous waste.
- Track federal legislation that proposes changes to the management and handling of solid waste.
- Track California Integrated Waste Management Board (CIWMB) regulatory actions, including issues regarding specific types of waste, alternative daily cover, tipping fees, and markets for recyclable materials.

Comment [p7]: This item was added at the request of the EEC.

Development

- Encourage the development of state legislation and regulations to incentivize the deployment of innovative recycling and conversion technology projects.
- Encourage the development of state legislation that incentivizes the recycling and reuse of building demolition debris.

Water

Advocacy

- Support state and federal legislation and other government actions that encourage comprehensive planning and implementation of water quality and supply measures, such as those relating to stormwater, non-point source pollution, and total maximum daily loads (TMDLs), including the creation and operation of local agency initiatives for collaborative management of regional water resources ^{2%}.

Comment [p8]: This item combines two items previously shown under *Monitoring* into a single *Advocacy* item. The EEC requested the two items be moved to *Advocacy*. One of the two items had called for tracking amendments to the Clean Water Act regarding stormwater and non-point source pollution. The second item called for tracking state legislation on total maximum daily loads (TMDLs). This item reflects the EEC's desire that stormwater, non-point source pollution and TMDLs, among other water quality measures, be handled comprehensively and collaboratively.

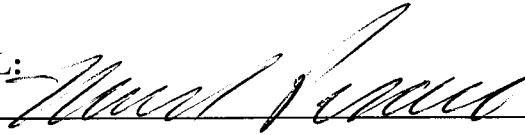
Monitoring

- Monitor developments in the Bay Delta and on the Colorado River to ensure that the quantity and quality of Southern California water supplies are appropriately protected.
- Track state legislation and regulatory action and litigation concerning regional water impairments and water supplies.

REPORT

DATE: October 19, 2005
TO: Report to the Executive Committee, Regional Council
FROM: Bylaws Committee
SUBJECT: Proposed Bylaw Changes

EXECUTIVE DIRECTOR'S APPROVAL:



Recommendation: The Bylaws Committee recommends that the Executive Committee approve and forward to the Regional Council for approval the attached proposed changes to the Bylaws.

The Bylaws Committee met on September 21, 2005 to consider various changes to the Bylaws which have been raised throughout the course of the year. The Committee agreed upon the changes which are attached.

A summary of the changes is as follows:

- With regard to the Administration Committee, the President would be given the discretion to appoint additional Regional Council members to the Committee in the event that a subregional organization is not otherwise represented on the Committee.
- With regard to each Policy Committee, the President to the extent practicable is to appoint an equal number of members taking into consideration factors such as regional representation, geographical balance, and diversity of views.
- With regard to the quorum of the Executive Committee, in the event that there is a vacancy in the membership of the Committee, the quorum would be reduced from 5 to 4 members.
- With regard to the selection of the Officers of the Regional Council, every fourth year a County representative would be selected for the office of second Vice-President. This would eliminate the currently specified three year rotation for the office of President. Since the rotation would occur at the second Vice-President position, there would be no need to have the "catch up" provisions regarding the office of the President.

MEMO

DATE: October 19, 2005

TO: Report to the Executive Committee, Regional Council

FROM: Bylaws Committee

SUBJECT: Proposed Bylaw Changes (Redline)

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Administration Committee: The Regional Council shall establish an Administration Committee for the purpose of developing policy recommendations to the Regional Council on administration, human resources, budgets, finance, operations, communications, or any other matter specifically referred by the Regional Council.

- (a) The Administration Committee shall meet unless otherwise scheduled by the Chair of the Committee on the same day the Regional Council meets.
- (b) Unless otherwise required by law, all recommendations from the Administration Committee shall be placed on the Regional Council agenda for consideration on the same day as action items.
- (c) Membership on the Administration Committee shall consist of all SCAG Officers, Policy Committee Chairs and Vice Chairs, and an additional six (6) Regional Council members appointed by the President. In the event a subregional organization is not represented on the Committee, the President may appoint additional Regional Council members to ensure there is at least one (1) Regional Council member from each subregion.
- (d) The President shall appoint all members of the Administration Committee for a one (1) year term, which appointment shall expire upon the adjournment of the regular meeting of the General Assembly.
- (e) A quorum of the Administration Committee shall be one-third (1/3) of its members.

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The Committee shall elect by a majority of members present the Chair and Vice Chair of the Administration Committee for a one (1) year term, which shall expire upon the adjournment of the regular meeting of the General Assembly. A person may serve as Chair for two consecutive full terms. If a vacancy occurs in the office of the Chair, the Vice-Chair shall serve as Chair for the

MEMO

unexpired term and a Vice-Chair shall be elected by the Committee to serve the unexpired term.

- (8) **Policy Committees:** The Regional Council shall establish as permanent committees the "Policy Committee on Transportation and Communications", the "Policy Committee on Energy and Environment", and the Policy Committee on "Community, Economic and Human Development." for the purpose of developing recommendations to the Regional Council. Unless otherwise determined by the Regional Council, it shall consider recommendations from the Policy Committees at the Regional Council meeting in the following month.

(a) The Policy Committees may:

- (1) Include voting members which shall be Regional Council members: one (1) representative from the California Department of Transportation; and one (1) general purpose local government elected official representative from each of the subregional organizations recognized by action of the Regional Council as participants in the Regional Comprehensive Plan planning process and one (1) duly appointed board member, who is a general purpose local elected official, from an agency with which the Association has a statutory or Memorandum of Understanding relationship.
- (2) Include ex-officio (non-voting) members which shall be representatives from regional and subregional single purpose public agencies and other members as approved by the Regional Council.
- (3) Elect by a majority of the Committee present the Chair and Vice Chair for each of the Policy Committees for one (1) year terms, which shall expire upon the adjournment of the regular meeting of the General Assembly. No person may serve as Chair for more than two consecutive full terms. If a vacancy occurs in the office of Chair, the Vice Chair shall serve as Chair for the unexpired term and a new Vice Chair shall be elected by a majority vote of the Committee present to fill the unexpired term.
- (4) To take action, shall require an affirmative vote of a majority of the members constituting a quorum. A quorum of a Policy Committee shall be one-third (1/3) of the voting members.

MEMO

- (5) Shall meet on the same day that the Regional Council meets unless otherwise scheduled by the Chair of the Committee with the concurrence of a majority of a quorum of the Committee.

(b) **The President with regard to each Policy Committee shall:**

- (1) Appoint all Regional Council members to one of the Policy Committees for two (2) year terms. In making such appointments, the President shall to the extent practicable appoint an equal number of members to each policy committee taking into consideration regional representation, geographical balance, diversity of views and other factors as deemed appropriate by the President.
- (2) Appoint to the Policy Committees members representing public agencies which have a statutory or Memorandum of Understanding relationship with SCAG. The members shall be appointed for two-(2) year terms based on a written request from the agency's governing board. Appointments shall be limited to one representative from each public agency. In making such appointments, the President shall consider regional representation.
- (3) Appoint ex-officio (non-voting) members upon the recommendation of the individual Policy Committee members to the Policy Committees representing the business sector, labor, community groups and other public interest groups
- (4) In addition to the appointments to the Policy Committees of subregional organization elected representatives provided for in Article V - A-8, the President shall appoint to the Policy Committees additional elected official representatives from each subregional organization which has at least four (4) Districts.
- (5) The determination of the total number of additional representatives from each subregional organization to appoint to the Policy Committees shall be as follows: One (1) additional elected official representative for each District in excess of three (3) Districts shall be appointed by the President. The governing boards of each of the subregional organizations shall nominate the additional representatives provided for in this section (4) to be

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appointed to the Policy Committees. In making the appointments, the President shall consider, among other things, regional representation.

- (c) **Policy Committee on Transportation and Communications:**
This committee shall:
 - (1) Study problems, programs and other matters, which pertain to the regional issues of mobility, air, transportation control measures and communications.
- (d) **Policy Committee on Energy and Environment:** This committee shall:
 - (1) Study problems, programs and other matters, which pertain to the regional issues of energy and the environment.
- (e) **Policy Committee on Community, Economic and Human Development:** This committee shall:
 - (1) Study problems, programs and other matters which pertain to the regional issues of community, economic and human development, housing and growth. This committee shall review projects, plans and programs of regional significance for consistency and conformity with applicable regional plans.
- (9) **Appointments:** The President is authorized to appoint members of the Regional Council to SCAG committees, ad hoc committees, subcommittees, or task forces to study specific problems, programs, or other matters which the Regional Council or General Assembly have approved for study. The President is also authorized to appoint Regional Council members to governing boards of other agencies, districts, commissions, and authorities as representatives of the Association. If no Regional Council members are available for such appointment, the President may appoint an elected official not on the Regional Council to represent the Association. Elected officials appointed to represent the Association who are not then members of the Regional Council shall be Ex-Officio members of the Regional Council without the right to vote. Terms of appointment of Regional Council members and other elected officials to governing boards of other agencies, districts, commissions, and authorities shall be consistent with the term of office of the appointing President.
- (10) Notwithstanding any other provision of these Bylaws to the contrary, the Regional Council shall include representatives from the region's County

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Transportation Commissions, ("CTC") and the Imperial Valley Association of Governments ("IVAG").

- (a) **Representation on the Regional Council:** In addition to the regular membership, the Regional Council shall include one (1) general purpose local government elected official representative, defined as either an elected city council member or member of a County Board of Supervisors, from the governing boards of each of the five (5) CTCs, and one from the IVAG.
- (b) **Appointment and Dues**
 - (1) CTC and IVAG representatives to the Regional Council shall be appointed by their respective governing boards, and the appointments shall be formally communicated in writing to the President.
 - (2) Any Regional Council member representing a CTC or the IVAG which has not paid its annual dues assessment within three (3) months of the July 1-June 30 fiscal year shall be granted Ex-Officio status without the right to vote, on the Regional Council.
- (c) **Terms of Office:** CTC, and IVAG representatives to the Regional Council shall be appointed to two (2) year terms.
- (d) **Voting**
 - (1) Each official representative from the CTC, and the IVAG shall have the right to vote in the same manner as other members of the Regional Council.
 - (2) Notwithstanding the provisions of (1) above, the representatives from the CTC and the IVAG shall not be entitled to request a "division of the house" vote, shall not be included in the tabulation of the number of county representatives required to request a "division of the house" vote and shall not be entitled to vote on a matter considered as a result of a "division of the house."
- (e) **Officers:** Notwithstanding subsection (2) above, the representatives from the CTC, and IVAG shall not be eligible to be elected by the Regional Council as Officers of the Association
- (f) **Policy Committees:** Regional Council members representing the CTC and the IVAG shall have the right to vote as members of the

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Policy Committees and may, if they are also a locally elected official be appointed Chair or Vice Chair of a Policy Committee.

- (g) **Regional Council Membership Assessment for CTC and IVAG:** Each CTC and the IVAG shall pay a fixed annual Regional Council membership assessment based on total population, using the following assessment table:

<u>Total Population</u>	<u>Annual Assessment</u>
Up to 249,000	\$ 3,500
250,000-1,099,999	\$ 10,000
1,100,000-1,999,000	\$ 15,000
2,000,000-3,999,999	\$ 25,000
More than 4,000,000	\$ 35,000

(11) **Executive Committee**

- (a) **Membership:** The membership of the Executive Committee shall be comprised of the President, Vice President, Second Vice President and Immediate Past-President. The Executive Committee shall also include the Chair of the Administration Committee and the three Policy Committee Chairs.
- (b) **Meetings:** Executive Committee shall meet on the same day as the regularly scheduled meeting of the Regional Council unless otherwise determined by the President.
- (c) **Duties**
- (1) Subject to the policy established by the General Assembly and Regional Council, and in the event that the Executive Committee determines by majority vote that there is a need to take immediate action prior to the next regular meeting of the Regional Council, the Executive Committee shall be authorized to make decisions and take actions that are binding upon the Association.
 - (2) In event that the Executive Committee meets on other than a regularly scheduled date, the President shall submit a full written report of the Executive Committee's activities and actions at the next regularly scheduled meeting of the Regional Council.

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- (3) Subject to the policies of the Regional Council, the Executive Committee shall be responsible for negotiating an annual Performance Agreement with the Executive Director. The Executive Director's Performance Agreement shall be effective the first day of July of the calendar year. The Executive Committee, subject to ratification of the Regional Council, shall be responsible for performing the annual evaluation of the Executive Director's performance of the prior year's agreed-upon Performance Agreement. The Executive Committee shall complete the Executive Director's annual Performance Evaluation not later than the regularly scheduled meeting of the June Regional Council meeting.
- (4) The powers and duties of the Executive Committee shall include such other duties as the Regional Council may delegate.
- (d) **Voting:** A quorum shall be five (5) members of the Executive Committee. In the event that a vacancy in the membership of the committee occurs, the quorum shall be reduced by one until such time as the vacancy is filled. The affirmative vote of the majority of the Executive Committee quorum is required for an action by the Executive Committee.

Deleted: for each vacancy until such time as the vacancy is filled. (should we put in a minimum?)

ARTICLE VI- OFFICERS, DUTIES, ELECTIONS AND VACANCIES

- A. Officers of the Association shall consist of a President, a Vice President, a Second Vice President, and a Secretary-Treasurer. The Association's President, Vice President, and Second Vice President shall be elected annually by the Regional Council at its annual General Assembly meeting, from among its membership as set forth below. The Executive Director of the Association shall serve as the Secretary-Treasurer of the Association, but shall have no vote in the Association.
- B. Officers of the Association, except the Secretary-Treasurer, shall be elected from a list of candidates for each office which shall be prepared by a Nominating Committee composed of three (3) County representatives and three (3) District representatives appointed by the President. The recommended candidates for each office shall be submitted to the Regional Council by the Nominating Committee at least one (1) month prior to the annual General Assembly meeting. New Officers shall take office on adjournment of that meeting. The office of the Second Vice-President, shall alternate to have a county representative every fourth year.

Deleted: Except as otherwise provided in Section C,

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- C. A vacancy shall immediately occur in the office of the President, Vice President, or Second Vice President upon the resignation or death of the person holding such office, or upon ceasing to be the official representative of a member county or of a District. Upon the occurrence of a vacancy in the office of President, Vice President, or Second Vice President, a vacancy shall be filled for the balance of an unexpired term in order of succession by elevating the next remaining officer to such position, and the President shall call for a Special Election to fill the unexpired term of the office of Second Vice President. Such second Vice President shall be selected from a list of candidates which shall be prepared by a Nominating Committee structured in accordance with the provisions of Section B. The nominee selected for the office of second Vice President shall be submitted to the Regional Council by the Nominating Committee. The new second Vice President shall take office upon adjournment of that meeting.
- D. The President of the Association shall be the presiding officer of the Regional Council and of the General Assembly. The Vice President shall act as the presiding officer in his/her absence. The Second Vice President shall act as the presiding officer in the absence of both of the above officers.
- E. The Secretary-Treasurer shall maintain a record of all Association proceedings, maintain custody of all Association funds, and otherwise perform the usual duties of such office.

1.

Deleted: Notwithstanding anything to the contrary in Section B, the Vice President shall not be precluded from seeking election to the Presidency at the next regular annual meeting, if a vacancy in office is filled pursuant to this section. In the event the Vice President succeeds to the office of President which succession does not comply with the County-City representative rotation set forth in Section B, then the Second Vice President position shall be rotated between City and County representation for the next 2 catch up years at which time the regular rotation between City and County representatives shall be reinstated in accordance with the provisions of Section B. (Amended September 4, 2003).¶

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REPORT

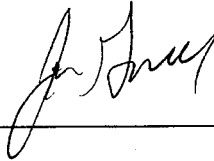
DATE: December 1, 2005

TO: Regional Council

FROM: Energy and Environment Committee
Jennifer Brost Sarnecki, AICP, Associate Regional Planner,
213-236-1829, brost@scag.ca.gov

SUBJECT: Energy Working Group

EXECUTIVE DIRECTOR'S APPROVAL:



RECOMMENDED ACTION:

Authorize formation of the Energy Working Group to assist staff in the development of the Energy Chapter of the Regional Comprehensive Plan.

SUMMARY:

On November 3, 2005, the EEC authorized staff to form the Energy Working Group. The EEC is presenting an initial list of Energy Working Group participants. Additional names will be added with input from the EEC.

BACKGROUND:

On July 7, 2005, the EEC directed staff to recommend a forum that would address energy policy in depth. On September 1, 2005, staff reported on the steps needed to assemble the energy working group. On October 10, 2005, the EEC approved the approach for completing the Energy Chapter of the Regional Comprehensive Plan (RCP), which included the formation of an energy working group. On November 3, 2005, the EEC authorized staff to form the Energy Working Group to assist staff in the next phase of the development of the RCP Energy Chapter and to help staff identify energy issues to be discussed at future EEC meetings.

FISCAL IMPACT:

Work related to this item is included in the FY 2005/2006 Overall Work Program under Work Element 06-035 (Regional Comprehensive Plan & Guide). Costs associated with stipends for participation at meetings by elected officials are included in the FY 2005/2006 General Fund.

REPORT

INITIAL CONTACTS FOR THE ENERGY WORKING GROUP*

Regina A. Birdsell, California Public Utilities Commission, Los Angeles Office

B.B. Blevins, Executive Director, California Energy Commission

Felix Oduyemi, Senior Project Manager, Southern California Edison

Mark S. Martinez, Project Manager, Southern California Edison

Ronald Deaton, General Manager, Los Angeles Department of Water and Power

Cheryl Collart, Executive Director, Ventura County Regional Energy Alliance

Susan Sifuentes Trigueros, State Governmental Affairs Manager, Southern California Gas Company

Marilyn Lyon, Program Manager, South Bay Energy Savings Center

Howard Choy, Los Angeles County Energy Management Division

Jesus P. Silva, General Manager, Imperial Irrigation District, Community Relations

Evelyne Slavin, Natural Resource Defense Council

Bill Allayaud, State Legislative Director, Sierra Club California

Richard Lambros, Chief Executive Officer, Building Industry Association of Southern California

Woodrow W. Clark II, Senior Fellow, Milken Institute

Annabel Cook, Regional Issues Consultant, Orange County Council of Governments

Karen Edson, Vice President External Affairs, California ISO

**Additional participants will be added based on input from the Energy and Environment Committee*

REPORT

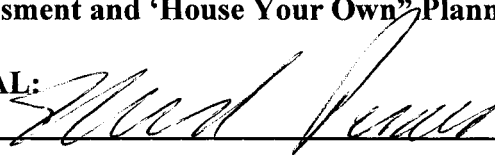
DATE: November 3, 2005

TO: Community Economic and Human Development Community Development Committee

FROM: Hasan Ikhata, Director, Planning and Policy Department

RE: Regional Housing Needs Assessment and 'House Your Own' Planning

EXECUTIVE DIRECTOR'S APPROVAL:



RECOMMENDED ACTION:

Pursue an alternative approach to RHNA which allows greater consistency between the forecast the region prepares for the RTP and the housing need input from local government.

SUMMARY:

SCAG's focus will be to develop a policy rather than a statistically based RHNA that emphasizes the use of improved growth data locally to help subregions and communities "house their own", and identify priority investment zones where incentives may be targeted to encourage additional housing development, i.e. Compass 2% Strategy areas identified locally. SCAG executive staff has been in discussion with the Secretary of Business, Transportation and Housing on this issue over the last several months.

Key elements of this approach include:

- Prepare a policy based RHNA that conforms to the House Your Own concept instead of the existing housing law statute.
- Develop a 20 year housing forecast for local governments under direction from the State.
- Fund the "House Your Own" RHNA with federal Blueprint transportation resources allocated by the State.
- Prepare a letter to HCD outlining this approach and identifying a preliminary SCAG regional housing need estimate as a basis for beginning consultation by January 2006.
- Request that the State hold SCAG harmless from lawsuits in pursuit of the above referenced approach.

The settlement agreement between SCAG and the State, resolving the litigation after the last RHNA requires SCAG to support legislative efforts consistent with the approach to the RHNA that the staff is recommending. However, it should be kept in mind that this approach has not yet been enacted into law and therefore, absent either a change in the law or adequate assurances from the state, the proposed approach may be subject to legal challenge.

BACKGROUND:

REPORT

Councils of Government (COGs) have a set of new statutory obligations to prepare regional housing needs assessments (RHNA), as part of the local housing element statutory update requirement. The COG requirements and milestones for meeting housing need determination requirements are contained in one part of the updated housing element law (AB21581), while the use of RHNA targets are provided in another updated section (AB2358). New housing element reform legislation affects the current process, and there is a great deal of uncertainty about how the RHNA process will be funded as reimbursement from the Local State Mandate Commission for RHNA expenditures is no longer permitted. There is authority to charge fees in order to recover costs.

The State Department of Housing and Community Development (HCD) recently approved SCAG's request to coordinate the next RHNA with its 2007 Regional Transportation Plan forecasting. The July 6 letter is posted on the SCAG website. Key milestones and dates are:

- Duration of housing elements in the SCAG region will be 6 years;
- Consultation on the region's share of statewide housing need starts 11-1-05.
- Determination of region's share of statewide housing need occurs by 5-1-06.
- Final determination of local housing allocation shares occurs by 7-1-07.
- Adopted local housing elements due to State HCD by 7-1-08.

Using building permits as a performance benchmark, collectively, the region exceeded its 1998-2005 RHNA housing goal by 114% by issuing 60,563 building permits. The RHNA target was 437,984 housing units over the planning period, and 498,547 building permits were issued. This resulted from focused SCAG initiatives to promote more infill housing, job housing balance and suburban development, while convening annual Regional Housing Summits to promote more production

FISCAL IMPACT: Preparing an option paper for the Administration committee next month assessing potential impacts.

MEMO

DATE: November 10, 2005

TO: Regional Council

FROM: Bob Huddy, Senior Transportation Planner
213-236-1972, huddy@scag.ca.gov

RE: Presentation by State Office of Emergency Services

Background:

SAFETEALU, the new Federal Transportation Bill, identifies new areas of planning responsibility regarding such things as Transit Security and Emergency response to natural and man-made disasters which SCAG needs to address. SCAG is in the process of identifying appropriate ways to include these new elements in our various planning activities. In order to assist us in identifying critical issues that need to be addressed on this subject and to identify lessons learned from recent events (e.g. London Underground Attacks and Hurricane Katrina), staff has invited representatives from the State Office of Emergency Services to give an overview of current and emerging priorities.

